

International Vasa Previa Foundation, Inc.

Executive Committee Meeting Minutes for 19 September 2005

Executive Committee members present:

- Amy Brown Gaghagen, President
- Debi Pederson, Vice President was not in attendance.
- Cindy Paris, Secretary / Membership, Nominating Committee Chairperson, Acting Education Committee Chairperson
- Victoria Goldstein, Treasurer / PR Committee Chairperson

IVPF Committee chairpersons present:

- None

Kathy Blades, Support Committee chairperson was not in attendance

Beth Farman-Farmaian, Research Committee chairperson was not in attendance

Jacqueline Mullikin, Fundraising Committee chairperson was not in attendance

Others present:

- None

Meeting began at 16:05 GMT (10:05 AM CST)

Executive Committee Minutes from 22 August 2005 were unanimously approved for archival and distribution.

The last IVPF Monthly Members Meeting was held at 1pm CST on Wednesday, 7 Sep 2005. No one attended.

Agenda:

- Officer Reports
- Treasury Reports
- Membership Committee Report
- Public Relations Committee Report
- Research Committee Report
- Fundraising Committee Report
- Education Committee Report
- Support Committee Report
- Nominating Committee Report
- Old Business
- New Business

Officer Reports:

- President
 - The IVPF extends thoughts and prayers to the victims of hurricane Katrina, and encourages anyone able to make whatever donation feasible to the appropriate rescue and support organizations.
- Vice President
 - No report given.
- Secretary
 - Jeannette Schwartz has agreed to be IVPF Assistant Secretary.
 - The vasaprevia.org domain has been renewed for one year.
 - Secretary has the new tables for the database revision (which is not finished). Data can be entered into tables now. Cindy will organize help and get started on the data entry for the database tables.
- Treasurer
 - It was suggested that IVPF develop a different policy for handling thank you notes and receipts for small donations. Currently all donations are acknowledged with a type written thank you note/receipt mailed from an officer of the IVPF. After some discussion it was decided that donations of \$25 or more will receive type written thank you notes/receipts and that donations less than \$25 will receive an email thank you note/receipt. If written receipts are requested during Sophie's Walk, the walk captain will be responsible for issuing receipts on the spot utilizing a fill in type of general thank you letter that will be furnished to the walk captains and will contain IVPF's sincere appreciation to those who contributed to make their walk so successful. Walk captains can hand out this letter to donors at the walk. Donors will also receive an email thank you/ receipt from the IVPF for any donation under \$25. Policy for donations of \$25 or more will not change. This information will be incorporated into the Sophie's Walk Manual and will become policy in time for Sophie's Walk 2006.
 - USA
Donations and interest: \$ 9,261.75
Expenses: \$ 2,446.38
Total cash on hand: \$ 57,072.15
In-kind donations: \$ 29.78
Thank-you notes sent to donors: 260
 - UK
Donations and interest: £ 0.00
Expenses: £ 0
Total cash on hand: £ 839.64
In-kind donations: £ 0
Thank-you notes sent to donors: 0

Membership:

- No report given.

Public Relations:

- No report given.

Research:

- No report given.

Fundraising:

- To date Sophie's Walk 2005 has raised \$16,392.74. With several walks not yet reporting in, this figure is expected to rise.
- Walk location pages on the website continue to be updated.
- Main page for Sophie Isabelle Macadar has been created. It has been agreed the web address should be <http://SophiesWalk.org/sophie> as this seems most appropriate. This address will not cost anything.
- Jeannette Schwartz is contacting Lehmann Brothers regarding a grant request that was submitted by Darin Spurgeon for the IVPF.

Education Committee Report:

- This committee needs a chairperson because performing this function presents a hardship on the current acting chairperson.
- Amy Brown Gaghagen and Debi Pederson are representing the IVPF at ISUOG. Yinka Oyelese MD and Val Catanzarite MD may also be attending. Cindy contacted IVPF members local to Vancouver asking for help in staffing the booth. None can attend.
- Reusable banners and stands for conventions have been purchased at a cost of \$180.40. Banners have been shipped to Amy Gaghagen for use at ISUOG.
- ISUOG costs: Plane fare for Amy Gaghagen and Debi Pederson \$956; booth \$1186.54; shipping IVPF materials to Amy \$16.19. Total = \$2158.73. Hotel costs will be reported after the event. IVPF members local to Vancouver were not able to attend this event.
- Tiffany Naylor offered to help with website updates.
- Canadian hospital list for mailing still to be purchased. Susan is working on compiling addresses for Excel list of 95 UK hospitals representing 150 or more births per year. Info packet will be sent out to USA, UK, and Canadian hospitals as soon as list is complete and printing bids for materials is approved. Jeannette Schwartz has been sent information about this and will help with the bids and lists.
- The Friends of Missouri Midwives (FoMM) is planning a Womens' Expo in St. Louis the end of October. It's a fundraising event and will be filled with sales booths of interest to women. Booth cost is about \$40 with discounted booths at \$20 going to non-profit charities. Cindy offered to staff the booth if IVPF wants to participate. This activity was approved.
- The Royal College of Midwives across the UK will be organising an international event. Carol Prentice stated she would be happy to staff a booth at this event.

Support Committee Report:

- Questions were asked on the timeline for the support section of the website. It was reported that the outline was recently requested by and emailed to Kathy Blades. Her computer had crashed and she lost it.

Nominating Committee Report:

- This committee will be meeting soon.

Old Business:

- Suggested change in dates for Sophie's Walk. This item was discussed and it was agreed that Sophie's Walk 2006 will take place over the weekend of 30 September – 1 October 2006.

New Business:

- A motion was made that IVPF participate in the Friends of Missouri Midwives Women's Expo

the end of October in St. Louis, MO at a cost of \$20. The motion was seconded, voted on, and unanimously passed. Amy will send Cindy the IVPF banners for use during this event. IVPF bracelets will be available for sale as well.

- A motion was made to approve Jeannette Schwartz as IVPF Assistant Secretary. The motion was seconded, voted on, and unanimously passed.
- A motion was made to approve Lora Sabbatini as IVPF participating member. The motion was seconded, voted on, and unanimously passed.
- A motion was made to change the date of Sophie's Walk to the first weekend in October due to heat issues having it in August represents. The motion was seconded, voted on, and unanimously passed. Sophie's Walk 2006 will take place over the weekend of 30 September – 1 October 2006.
- A motion was made to approve IVPF participation in the Royal College of Midwives event taking place in Scotland. The motion was seconded, voted on, and unanimously passed. Expenses for the event to be paid from the UK treasury account.

The next regular IVPF Executive Committee meeting will take place on Monday 3 October 2005 at 16:00 GMT (10:00 AM CST, 11:00 AM EST) in the IVPF Board Room.

Thanks and good wishes were given for those attending ISUOG in Vancouver next week.

Meeting Adjourned at 17:32 GMT (11:32 AM CST)