

International Vasa Previa Foundation, Inc.

Executive Committee Meeting Minutes for 28 August 2006

Executive Committee members present:

- Amy Brown Gaghagen, President
- Cindy Paris, Secretary / Membership, Nominating Committee Chairperson

Victoria Goldstein, Treasurer / PR Committee Chairperson was not present.
Phil Millard, Vice President was not present.

IVPF Committee chairpersons present:

- None

Others present:

- None

Meeting began at 4:01 pm GMT (10:01 am CST)

The Executive Committee minutes from 7 August 2006 were unanimously approved.

The next IVPF monthly members' meeting will take place 6 Sep at 1pm CST (7pm GMT).

Executive Committee meeting times has been changed to 11am CST (5:00pm GMT).

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
 - No report given.
- Vice President
 - No report given.
- Secretary
 - IVPF SigmaChat rooms are up for renewal. SigmaChat once again agreed to donate 5 chat rooms to the IVPF. All five rooms have been renewed for another year.
 - SigmaChat rooms have been upgraded to a newer (beta) version.
- Treasurer

- An IVPF credit card has been issued to Cindy Paris. It comes with airline miles.
- USA
 Donations and interest: \$741.54
 Expenses: \$1,409.26
 Total cash on hand: \$42,297.19
 In-kind donations: \$0
- UK
 Donations and interest: £ 0.00
 Expenses: £ 0.00
 Total cash on hand: £ 604.39
 In-kind donations: £ 0
 Thank-you notes sent to donors: 0

Membership:

- Phil Millard is in the process of upgrading the Forum. Upgrades are not online yet.
- There are 3 pending participating members: Shannon Cobb, Michele Dillard, and Jill Everson.

Public Relations:

- Press Release on April 2006 ACOG article was proofed and changes are being made.

Research:

- A new page has been added at <http://IVPF.org/education/research.htm> Questionnaire submitters will be automatically directed to this page as soon as they submit their questionnaire. The page thanks them for their important contribution to the IVPF's cause, invites them to submit their baby's story to us for the website, and also asks that they email their attending doctor's contact information for member referrals if they were prenatally diagnosed.

Fundraising:

- 5,000 walk brochures have been received from PK Broward and are being shipped out to captains requesting them.
- Walk meetings have started. Last meeting was on 16 Aug. Seven captains attended with regrets sent from 2 who could not attend. There are 44 confirmed walks at this time.
- A Yahoo email group for Sophie's Walk Captains was created on 7 Aug and all captains were subscribed. Links to the walk manual, the event report, the contributions form, the registration form, walk waiver, corp sponsor letter, heros labels, the logos for printing the shirts, and other stuff have been included in the links section of the group and in the IVPF Office Space.
- A new smaller, streamlined version of the Walk Manual has been produced for the Walk Captains as we had gotten complaints that the old manual was intimidating. Understandable. It was pretty much produced to guide the walk coordinators rather than the captains themselves. The new Captains' Manual has been uploaded to the Office Space at <http://ivpf.org/Docs/walk/Sophie'sWalkManual.PDF> This is the same link as the old walk manual, so the old link continues to work for the captains. The old Walk Manual has been updated with the new web addresses and is now located at a new location: <http://sophieswalk.org/Docs/walk/SW%20Coordinators%20Manual.PDF> Both are listed in the Office Space.

- The local walk pages on the website are being updated with this year's local walk information.
- Orders have been placed through the Stork Avenue link on the IVPF website, netting the IVPF an affiliate payment from them.
- The International Vasa Previa Foundation is participating in the "Make My Non-Profit Run Better" contest for a chance to win an office technology makeover from RK Dixon. The winning organization will receive new office and network equipment valued at \$60,000. Votes for the IVPF at www.rkdixon.com are being taken until 8 Sept. Each computer can vote once per day. An email was sent out to all IVPF members regarding the contest.
- The beach bag idea for the store/walk has been withdrawn at this time due to the expense.

Education Committee Report:

- **International Society of Ultrasound in Obstetrics and Gynecology (ISUOG) 16th World Congress** 3-7 September 2006 in London, England. <http://www.isuog2006.com/> IVPF is confirmed for this event. Daren Samat and Phil Millard have agreed to staff the booth. Amy Gaghagen will also be attending. Yinka Oyelese will be attending. Rooms for Phil and Amy have been booked. Amy will bring the necessary materials with her for this event and leave the extras with Daren.
- **Fetal Medicine Foundation of America (FMFA)**
<http://fmfaus.meetingpro.info/registrants/MasterSeries06/MasterSeries06.htm> Next event is 3-5 November in New York. After that is 30 November - 3 December in Ft. Lauderdale which Victoria will be attending.
- **APGO is the Association of Professors in OB/GYN (APGO-CREOG)**
<http://www.apgo.org/home/> CREOG is part of ACOG. It is the Council on Resident Education in OB/GYN. http://www.acog.org/departments/dept_web.cfm?recno=1 March 2007, Salt Lake City, UT. A doctor at the ACOG conference suggested IVPF attend. Amy will write to the contact about an application.
- **International Society of Obstetric Medicine (ISOM):** 15-17 Nov 2006 Taking place at the Royal College of Physicians in London:
http://www.isomnet.org/ObMed_01/default.cfm?sect=News&id=2&EID=84 Medical Complications in Pregnancy:
<http://www.prossl.com/symposiassl/eventprog.asp?year=06&evcd=15> Registration form:
http://www.isomnet.org/obmed_01/sections/News_events/supdocs/RoyalCollegePhysicians2006.pdf Contact info: The Symposium Office +44 (0)20 7594 2150, sympreg@imperial.ac.uk
This event is approved pending cost information and volunteers to staff.
- **Perinatal Society of Australia and New Zealand's (PSANZ) 11th Annual** Conference taking place in Melbourne, Victoria, Australia 1-7 April 2007. Its been suggested that IVPF attend and arrange a speaker for this event. <http://psanz07.eventplanners.com.au/> If we can arrange a speaker the paper will have to be submitted by August 2006. Since we have a couple of hospitals wanting vp presentations in Australia, perhaps we can arrange them at the same time as this meeting. Natasha Donnelly will be contacting Professor Morris who is the PSANZ coordinator for NSW Australia on behalf of the IVPF. We have 6 local volunteers for this event already, possibly 7! Natasha Donnelly, who suggested the event, is heading it up. She has a lot of experience doing information booths. Booth cost is A\$3700 (about US\$2800). IVPF has written to the event organizers requesting a discount.
- **American College of Obstetricians and Gynecologists (ACOG) Conference**, San Diego,

CA, USA, May 2007: <http://www.acog.org/acm/program/welcome.cfm> Letters to doctors from the May 2006 event have been processed and sent out.

- **31st British Congress of Obstetrics and Gynaecology (BCOG)**, Wednesday 04 July - Friday 06 July 2007, London, England, <http://www.bcog2007.co.uk/> BCOG 2007 Secretariat; 4B, 50 Speirs Wharf; Port Dundas; Glasgow G4 9TB; UK info@bcog2007.co.uk This event is approved pending cost information and volunteers to staff.
- **International Woman's Day 2007**: Carol Prentice to continue look into raising IVPF's profile and awareness of vasa previa at this event. Current status unknown.
- **Grand Rounds Presentations**: Five have been officially requested with one set for early November. Dr. Oyelese cannot do them all due to changes in his work schedule. An IVPF presentation is urgently needed so that we can approach other physicians who may be able to do them.
- **IVPF "Essential Reading on Vasa Previa"** (aka the "bible" thing): we have learned that we will not be able to get permission to reprint the necessary medical journal articles ourselves into a bound publication by the IVPF. We have considered the idea of using abstracts instead, but the April 2006 ACOG abstract (and like the most important piece to date) is very poor in relation to vasa previa. (The article itself is GREAT!) IVPF has a binder with information on a number of medical articles listed on the IVPF website. This was put together by Amy Gaghagen for conference purposes. Updates need to be made and the project reviewed for publication.
- **Stories**: Five new stories have been uploaded to the website and three been updated.
- Mary Guenthart contacted <http://childbirthconnection.org>, a national not-for-profit organization that uses research, education and advocacy to improve maternity care for all women and their families, asking them to include vasa previa information on their site. They thanked her and said that they "will consider adding a Resource page with links to support groups addressing important less common conditions."
- Natasha Donnelly has been speaking with Professor Morris in Australia who is very interested in the IVPF

Support Committee Report:

- No report given.

Nominating Committee Report:

- No report given.

Old Business:

- **Lehman Grant**: Amy is working on completing this project.
- **Directors Insurance**: Jnet contacted Bill Phillippe, the insurance agent, who phoned Cindy Paris to apologize for the delay. Our paperwork was overlooked by his staff. He has contacted his company about honoring the original \$1000 bid and faxed a new application, due to the lag time. Amy has signed it, faxed it back to the agent, and verified its receipt. The policy has been ordered and will be retroactive to March of 2006. Also, Bill Phillippe will be giving us a bid on general liability coverage which would cover all conference events and coverage for the USA walks that require insurance.
- **Medical Advisory Board**: Amy is drafting invitations. We haven't received any acceptance letters back. Amy will re-contact the doctors.
- **Referral links to Professor Nicolaides** <http://www.fetalmedicine.com/> and <http://www.fetalmedicine.com/f-fmc.htm> on the IVPF website as a website referral: These links have been given out several times to diagnosed people from the UK needing referrals. A

new page was added to the website at <http://IVPF.org/resources/resources.htm> with these links on it.

New Business:

- It was moved and duly seconded to approve Michele Dillard, Jill Everson, and Shannon Cobb as participating members. Motion passed unanimously.
- It was moved and duly seconded to approve funding for the Perinatal Society of Australia and New Zealand's (PSANZ) 11th Annual Conference taking place in Melbourne, Victoria, Australia 1-7 April 2007. Motion passed unanimously.

The next regular IVPF Executive Committee meeting will take place on Monday 18 September 2006 at 5:00 pm GMT (11:00 am CST, 12:00 noon EST).

Meeting Adjourned at 5:00 pm GMT (11:00 am CST)