

# International Vasa Previa Foundation, Inc.

## Executive Committee Meeting Minutes for 30 October 2006

### Executive Committee members present:

- Amy Brown Gagghagen, President
- Phil Millard, Vice President
- Victoria Goldstein, Treasurer / PR Committee Chairperson
- Cindy Paris, Secretary / Membership, Nominating Committee Chairperson

### IVPF Committee chairpersons present:

- None

### Others present:

- Jeannette Schwartz, IVPF Assistant Secretary

Meeting began at 5:09 pm GMT (11:09 am CST)

The Executive Committee minutes from 10 October 2006 were unanimously approved for archival and distribution with one change – to the ending time, which was incorrect.

The next IVPF monthly members' meeting will take place 1 Nov at 1pm CST (7pm GMT). Amy will host.

### **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
  - The monthly members meeting schedule has been changed to include an additional meeting time that will rotate with the other 2 meeting times. The next monthly members' meeting will take place 1 Nov at 1pm CST (7pm GMT). After that will be 6 Dec at 7pm CST (1am GMT), and then 3 Jan at 9am CST (3pm GMT). Automatic meeting

reminders have been created for the new meeting times and rotation and will go out to the IVPF and Vasa\_Previa email groups 1 week and 2 days before each meeting. Amy will host the 1pm and 9am meetings. Cindy will host the 7pm meetings.

- Treasurer
  - Some people have been reporting ongoing problems using PayPal. Some donations are coming in via PayPal. PayPal was checked out and found to not have any problems. The code on the website was changed. A test donation came in without any problems. Additionally a receipt was received from PayPal immediately. However, the last member with PayPal issues doesn't have them using PayPal on other websites but is still reporting having problems donating through the IVPF links.
  - Sophie's Walk has generated \$16,192.60 to date.
  - USA  
Donations and interest: \$3,694.62  
Expenses: \$41.46  
Total cash on hand: \$29,591.04  
In-kind donations: \$1,481.50  
Thank-you notes sent to donors: 76
  - UK (No report given)  
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:**

- There is one pending participating member.
- The message Vasa\_Previa email subscribers receive upon unsubscribing has been changed suggesting that they go to "no mail" rather than unsubscribing.
- There are 113 participating IVPF members. Permission requested to simply automatically approve new requests for participating membership up until the annual membership mailing is coordinated and then to put requests received after that on hold until the annual meeting.
- There are 271 subscribers in the IVPF (newsletter) email group.
- There are 287 subscribers in the Vasa\_Previa (discussion/support) email group.
- In order to facilitate production of the upcoming membership mailing, permission was granted to automatically approve new participating member requests until the mailing is completed.

#### **Public Relations:**

- Press Release on April 2006 ACOG article was proofed and changes are being made.
- Cindy sent an email to a Vasa\_Previa email group subscriber asking permission to use her email as a testimonial on the IVPF website. We have not heard back yet.

#### **Research:**

- No report given.

#### **Fundraising:**

- **Sophie's Walk** has generated \$16,192.60 to date.
- **RJ Nixon:** The Make My Non-Profit Run Better has sent a request for IVPF to fill in a survey about the contest (attached). Amy filled in the survey on 16 Oct 2006.
- Holland American Cruise Lines:

<http://www.hollandamerica.com/about/socialResponsibility.do> Amy has written to Donna Wilson who suggested this asking her to look into it for us.

- **Community Health Charities (CHC):** The CHC monthly conference call took place last Wednesday. Nobody from the IVPF was able to attend.
- **Veterans Affairs Event:** This Federal Workplace specifically requested the IVPF's attendance at their kick-off rally for the Combined Federal Campaign. There were only about 10 charities at the event, including the 3 other CHC charities present. We were asked to leave some brochures for some new employees that would be starting to work there soon. Additional brochures were left with the CHC because they give them out on their table at the various events. This was the first year for an organized kick-off rally at this particular Federal Center. Cindy staffed the event and has a feeling it will grow as they have a whole team of people coordinating their Workplace Giving Program and recommends doing it again next year.
- **Escrip fundraising program:**  
[http://www.escrip.com/merchants/identity/schnucks/community\\_stl.jsp](http://www.escrip.com/merchants/identity/schnucks/community_stl.jsp)  
[http://www.escrip.com/merchants/identity/schnucks/stl\\_coordinators.jsp](http://www.escrip.com/merchants/identity/schnucks/stl_coordinators.jsp) Amy has applied for the program.
- **ClubShop Mall:** <https://www.clubshop.com/cgi-bin/members/MW3253769> Amy has contacted Michel Wubbs about this program. He has responded with an additional email with details.
- **GoodSearch:** <http://www.goodsearch.com/About.aspx#faq> Amy sent an email to Amy McPherson who suggested this, asking her to provide details.
- **National Institutes of Health (NIH) Grants:**  
[http://grants1.nih.gov/grants/funding/funding\\_program.htm](http://grants1.nih.gov/grants/funding/funding_program.htm) Jenna Steckler suggested that IVPF look into applying for these grants. It was mentioned that this is a good opportunity. The process to apply for these types of grants is rather lengthy. Jeannette has experience writing government grants both on a state and federal level, and states that they are very time consuming and very competitive. Her understanding of NIH is that primarily and traditionally they fund 'pure medical research'. She suggests we give this item lower priority than other fundraising items. It was mentioned that they give a number of different grants and the one Jenna thought we might qualify for would be the conference grant. Jeannette agreed to look into it although she cannot commit to writing any grant requests at this time.
- **Community Day Coupon Booklets:** Emails have not been written and sent out to the members for this program. At this late date, this program is not going to work out for us. The community shopping day for these booklets is 11 Nov.
- **IVPF STORE:** Victoria suggested that IVPF have a "featured item of the month" for the store. Starting with the recipe book or the Holiday Cards. Emails need to be produced and sent to the IVPF newsletter group, the Vasa\_Previa email group, and all IVPF participating members. Victoria will write the emails promoting different items each month. Cindy will edit with links and send to the email lists. This item has not been actioned yet.
- **Better Business Bureau USA (BBB):** Amy is following up on this and applying for IVPF membership in her local BBB's charity list which is accessible nationally.
- Victoria submitted a link to some helpful information for fundraising:  
<http://www.lewiscullman.com/parts/LCullmanOnlineBooklet.pdf> Victoria will review and report.
- **WorkPlace Giving Programs:** Two people have contacted the IVPF requesting the tax number in order to write us in on their workplace giving (payroll deduction) forms where the IVPF is not listed. They are also applying to have us put on these employer's charity lists. One of them is AmericanExpress (NY) and the other is the American Association of Retired People (AARP). It was suggested that IVPF should send out an email to all its members about their

corporate payroll deduction giving programs since many will be able to add the IVPF this way, even if we are not already on their employer's charity list. At her request, 50 IVPF brochures are being sent to Pamela Hunter in NY (American Express) today or tomorrow for her workplace giving and vp outreach.

- It was mentioned that this committee needs a new chairperson.
- Other than the workplace giving which has great potential, we don't currently have anything that will bring us a great amount of operating funds.

### Education Committee Report:

- **Fetal Medicine Foundation of America (FMFA)**  
<http://fmfaus.meetingpro.info/registrants/MasterSeries06/MasterSeries06.htm> 3-5 November in New York. IVPF materials for the NY event are being sent tomorrow. After that is 30 November - 3 December in Ft. Lauderdale which Victoria will be attending.
- **Royal College of Obstetricians** 23rd November London multi-professional conference/course titled "Failing Maternity Services - Lessons Learnt"
- **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](http://www.acog.org/departments/dept_web.cfm?recno=1) March 2007, Salt Lake City, UT, USA. A doctor at the ACOG conference suggested IVPF attend. Amy will write to the contact about an application. Cost is \$1,550 (USD). Victoria asked for discount, but never heard back. She will contact them again. It was suggested that Bryce and Miriam Gerritsen be asked to help staff or even help fund this event with VPF of Utah dollars.
- **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](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](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](mailto:sympreg@imperial.ac.uk) This event is approved pending cost information and volunteers to staff. To date, no one has looked into this event. It was suggested that Carol Prentice or Daren Samat or Lisa Paine be asked to look into the details of this event.
- **2007 AIUM Annual Convention and Preconvention Program** March 15-18, 2007  
Marriott Marquis Hotel, New York City, New York, USA  
<http://www.aium.org/cmeActivities/events/ann2007/intro.asp>
- **Perinatal Society of Australia and New Zealand's (PSANZ) 11th Annual Conference** taking place in Melbourne, Victoria, Australia 1-7 April 2007.  
<http://psanz07.eventplanners.com.au/> This event is approved. 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 medical information booths. Booth cost is A\$3700 (about US\$2800). IVPF has received a letter from the event organizers stating that a discount is not available for us. We can 1) wait until after 1 March and get a discounted booth if any are still available, or 2) share a booth with another organization. It was agreed that this event is too important to wait for a discounted booth. Natasha will see about

sharing a booth otherwise the fee is due soon. She is also arranging for Dr. Oyelese to present at several events while he is in Australia.

- **American College of Obstetricians and Gynecologists (ACOG) Conference**, San Diego, CA., USA, May 2007: <http://www.acog.org/acm/program/welcome.cfm> Due to the high costs involved and not having a film (due by Oct 2006) to submit for the May 2007 film festival, it is agreed that IVPF will not be attending this meeting.
- **International Confederation of Midwives conference** 1 - 5 June 2008, Glasgow. [www.midwives2008.org](http://www.midwives2008.org) ; Royal College of Midwives website at [www.rcm.org.uk](http://www.rcm.org.uk). This is a huge international event and there has been a call for extracts by January 2007. Carol Prenice reports that this event would be a chance to influence and inform the profession and make contacts across the world.
- **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](mailto:info@bcog2007.co.uk) This event is approved pending cost information and volunteers to staff. To date, no one has looked into this event.
- **International Society of Ultrasound in Obstetrics and Gynecology (ISUOG) 17th World Congress** Sep 2007 <http://www.isuog2007.com/>
- **Grand Rounds:** Jenna Steckler has agreed to coordinate the grand rounds program. Cindy will send her the outstanding requests with the subject [IVPF Grand Rounds]
- **International Woman's Day 2007:** Carol Prentice to look into raising IVPF's profile and awareness of vasa previa at this event. Current status unknown.
- **IVPF "Essential Reading on Vasa Previa"** Updates need to be made and the project reviewed.
- **IVPF In-Service Presentation Materials:** Kristy Edwards, Lisa Paine, Jenna Steckler, and Anngye Chapman are actively working on this.
- Mike Krznaric of Canada has requested the IVPF brochure files so that he can print them at his own expense and use them as part of his campaign against vasa previa deaths. It was agreed that Cindy send the files to him with the stipulation that there be no changes made to the files or the brochures created with them.
- Daren Samat is out of IVPF materials. Permission requested to email the IVPF brochure files to be professionally printed in the UK. Files will be sent to Daren.

#### **Support Committee Report:**

- No report given.

#### **Nominating Committee Report:**

- Meeting took place 27 October. Twelve nominations were made for 2007 IVPF Board of Directors. IVPF legal counsel was contacted regarding a possible conflict of interest with 2 of the nominees. Legal counsel determined that there is no legal issue with having the two nominees in question on the Board of Directors. It was also mentioned that participating members may vote on what ever 7 Directors they wish for 2007, via write-in votes.

#### **Old Business:**

- **Grants:** The Chiron grant is 85% finished. Amy reported that the Lehman Grant application has been completed. She is waiting to hear back from Lehman to ensure that we have everything they need, and will send out later today.

- **General Liability Insurance:** 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. Cindy Paris has followed up on this bid twice in the last 2 months. Jeannette Schwartz will follow up as she has contacts with the company.
- **Medical Advisory Board:** We haven't received any acceptance letters back. Amy will re-contact the doctors.
- **IVPF Stamp:** to be ordered. Stamp to say: "This material provided courtesy of the International Vasa Previa Foundation Tel/Fax 267-790-6693 [IVPF.org](http://IVPF.org) "

**New Business:**

- It was moved and duly seconded that IVPF honor John Brodeur with the Humanitarian Service Award. Motion passed unanimously.
- It was moved and duly seconded that IVPF approve Amy Tysarczyk for participating membership. Motion passed unanimously.
- It was moved and duly seconded to send Mike Krznaric the electronic IVPF brochure files for professional printing in Canada at his own expense pending the files will be protected from changes. Motion passed unanimously.
- It was moved and duly seconded to automatically approve new participating member requests until the mailing is completed in order to facilitate production of the upcoming membership mailing. Motion passed unanimously.
- It was moved and duly seconded to approve the slate of nominees for IVPF Director 2007 presented by the Nominating Committee. Motion passed.

Cindy Paris officially thanked Phil Millard for stepping into the Vice President position when it was vacated earlier this year.

Meeting Adjourned at 6:31 pm GMT (12:31 pm CST)

**The next regular IVPF Executive Committee meeting will take place on Monday 13 November 2006 at 5:00 pm GMT (11:00 am CST, 12:00 noon EST).**