

Vasa Previa Foundation

Executive Committee Meeting Minutes for 13 January 2003

Executive Committee members present:

- Amy Brown Gaghagen, President / Chapter Formation Committee Chairperson
- Marlou van Dijck, Vice President / Netherlands Chapter Leader
- Cynthia Balota Paris, Secretary / Membership and Nominating Committees Chairperson
- Linda Ursillo, Treasurer

Carol Prentice, UK Chapter Leader / Assistant Treasurer was not in attendance due to technical difficulties.

VPF Committee chairpersons present:

- Victoria Goldstein, Assistant Treasurer and PR/Fundraising/Research Committee Chairperson

Phil Millard, Web Committee Chairperson; and Meredith Kirby, Education Committee Chairperson were not in attendance.

Meeting began at 19:14 GMT (1:14 PM CST)

Having received and made one change to the minutes from the 30 December 2003 Executive Committee meeting they were confirmed and approved for archival and distribution.

PLEASE NOTE: Due to the VPF annual board meeting taking place on 27 January 2003, the next regular VPF Executive Committee meeting will take place on Monday, 10 February 2003 at 19:00 GMT (2:00 PM EST, 1:00 PM CST) in the Board room of the VPF Chat Café.

Agenda:

- [Officer Reports](#)
- [Treasury Reports](#)
- [Membership Committee Report](#)
- [Public Relations Committee Report](#)
- [Research Committee Report](#)
- [Fundraising Committee Report](#)
- [Chapter Formation Committee Report](#)

- [Education Committee Report](#)
- [Web Committee Report](#)
- [Budget](#)
- [Netherland's Chapter Report](#)
- [Old Business](#)
- [New Business](#)

Officer Reports:

- A reminder email about the annual meeting was sent to VPF participating members on 13 January 2003.
- Treasurer reports that she has not received any current bank statements or ATM cards. Amy will check with the bank about this. And will fax Victoria the one statement she recently received.

Treasury Report:

- It was mentioned and agreed to pay out all expenses as they are reported and approved here in Executive Committee meetings.
- Marlou will copy Netherlands bank statements and furnish them to the Treasurer.
- Netherlands:
Donations Received this week: €0, Interest received : €0.40
Dutch expenses: €78.30
Total Dutch cash on hand: €575.08
Thank-you notes sent to donors: 2
- USA:
Donations received: \$100
USA expenses: \$863.04
Total USA cash on hand: \$3,992.03
Thank-you notes sent to donors: 1

Membership:

- There are 38 participating members of VPF, and one pending.
- There are 211 IVPF email group subscribers.
- There are 101 Vasa_Previa email group subscribers (5 new subscribers, plus 3 still pending), 33 VP-angels email group subscribers (2 new subscribers, plus 1 still pending), and 31 VP-Miracles email group subscribers (3 new subscribers, plus 2 pending).
- It was decided to eliminate the guestbook from the VPF website as it is not appropriate for this type of site and there are no volunteers to follow up on entries made. Also, there are several email addresses that visitors can write to reach us. These are made good use of by visitors to the website.

Public Relations:

- Winter Newsletter was submitted at the end of December and sent out to all lists in early January, including doctors from ISUOG. Newsletter included a piece from Dr. Oyelese.
- Victoria has written to local and national publications, letting them know about the research meeting taking place on January 28th in Boca Raton, and is following up this week. She will draft a press release about the meeting and include info from last year's Congress attendance as well.
- Victoria has ascertained a filming company to come in on the 28th to film soundbites of Executive Committee members and doctors for future use. This will take place outside of the meeting.
- UK
 - An article about Vasa Praevia and Carol Prentice's own experience will appear in the Newsletter to be published by Lanarkshire Health Council, and is due to be published at the end of this month. This has a wide circulation in both health and general public arenas, thus it should raise awareness. Carol will try and determine the exact circulation figures and report back to you for the next meeting.
 - The Pulse: This is a magazine produced by Lanarkshire NHS Acute Trust which covers all the hospitals, GP surgeries etc and again has a wide circulation. Carol has been approached to write a piece about Vasa Praevia for this magazine as well and is liaising as to a suitable issue.
 - Carol contacted NHS 24 which is the new medical emergency helpline staffed by nurses which operates across most of Scotland now and which operates 24 hours a day. Sent them Press Pack and letter and await a response.
 - Carol has sent initial information about the date of Sophie's Walk to magazines and television contacts who asked for details of anything which was happening in the year and also for those who wanted a "different angle" to the issues of VP – awaiting responses.
 - Carol attended the first meeting of Nursing and Midwifery Council, Midwifery Committee in London on 18 December. Useful day and made some good new contacts. Trying to "find her feet" now and learn as she goes along – will give regular feedback on how things go.
 - Carol will be attending the launch of major new Midwifery Strategy in East Kilbride on 20 January. This will be launched by the Health Minister in Scotland, Malcolm Chisholm. Carol will report back on the impact of it (and give a link to it if it is on the website) and see how can take VP forward in light of this Paper.
- USA
 - Kelly Jones has submitted draft letter to request funds from Estee Lauder and other companies. Letter for Siemens and other companies is ready and will be sent to Exec Committee this week.

Research:

- Victoria has invited Dr. Oyelese, Dr. Birnholz and Dr. Collins to attend a day of Research in Boca Raton on January 28th immediately following the VPF

annual meeting. She also received an email from an ultrasound technician / MD from Tampa, referred to us by Dr. Birnholz, who is interested in attending the meeting to see how she can help us as well. Also, Fran Kent, Founder of the Morningstar Foundation, an organization devoted to women's health will be attending. Victoria will submit agenda for approval prior to meeting (sometime this week).

- It was suggested that other doctors be invited to attend the meeting on the 28th. It was agreed, with the exception of one more doctor, not to do this because of lack of funds and the fact that this is more of an organizational type of meeting and therefore private. Furthermore, it was suggested VPF consider sponsoring vasa previa medical symposium type meetings of the medical profession in the future.
- Research will be finalized and sent for publication first week of February 2003!!!!!!
- 135 women documented on the database (49 records received to date/18 more promised or on the way).
- Questions for the meeting of the 28th are being compiled and will be submitted for approval this week.
- Additions to the agenda for the meeting of the 28th should be sent to Victoria.Goldstein@vasaprevia.com.

Fundraising:

- Kelly Jones has finished letter of intent for Siemens and Philips.
- Holiday card use and development has been tabled until 2003. We sold 5 boxes in 2002 to benefit Foundation. Total of \$30 raised from card sales.
- VPF has signed up for Paypal. Awaiting password from Amy Brown Gaghen.
- Have begun coordinating the Walk for Vasa Previa scheduled tentatively for August 24, 2003 (Sunday). Met with Web Committee on January 10 to discuss adding the Walk information on the site. Will submit a 2003 Walk plan of action at Annual Meeting.
- The holiday VPF website link to the donations page yielded no donations at all. The marquee will be removed.
- It was agreed that the winged shoe graphic (provided it is not copywrited) would be a perfect logo for Sophie's Walk for Vasa Previa.

Chapter Formation Committee Report:

- No report given.

Education Committee Report:

- No report given.

Web Committee Report:

- The Dutch website is live at <http://www.vasaprevia.nl>
- It was decided to remove the VPF website guestbook from the website.

- The holiday website marquee link to the donations page will be removed.
- It was also suggested and approved that we nix the grief and support email addresses, keeping the contact@vasaprevia.com and/or the info@vasaprevia.com addresses, and adding a research@vasaprevia.com address. This shouldn't require any reprogramming of addresses, except to have research email forwarded to Victoria as well as the Board of Directors, but will require a change in the contact page on the website.
- Answers to questions posed at the meeting on the 28th will be included in the FAQ section of the VPF website.

Budget:

- No report given.

Netherland's Chapter:

- No report given.

Accountant / Tax Exempt Status:

- No report given.

Old Business:

- Marlou reports that the Dutch notary will help the Netherlands Chapter with the name change. They will be sending her the papers to sign. The notary called Marlou with questions. She reports that they are working on it.
- Donor data to complete the private donation page for the IVPF website is still needed. Tabled since forever.
- UK will need a VPF Assistant Secretary. Tabled since 24 June 2002.
- VPF needs a copy of Dutch statutes and bylaws, preferably in English, both for record keeping and aiding in the formation of other chapters. Translation will not be possible due to the technical language involved. Marlou will furnish a copy in Dutch to the VPF Secretary.
- VPF website banner for use on other websites. Tabled 8 July 2002 pending sample submission.

New Business:

- Yvette Taylor was approved as VPF participating member.

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Meeting Adjourned at 20:41 GMT (2:41 PM CST)