

# Vasa Previa Foundation

## Executive Committee Meeting Minutes for 22 September 2003

### Executive Committee members present:

- Amy Brown Gaghagen, President / Chapter Formation Committee Chairperson
- Marlou van Dijck, Vice President / Netherlands Chapter Leader / Assistant Treasurer, NL
- Cynthia Balota Paris, Secretary / Membership and Nominating Committees Chairperson
- Victoria Goldstein, Treasurer / PR, Research, and Fundraising Committee Chairperson
- Carol Prentice, UK Chapter Leader / Assistant Treasurer, UK

### VPF Committee chairpersons present:

- None

Meredith Kirby, Education Committee Chairperson; and Kathy Blades, Support Committee Chairperson were not in attendance.

Meeting began at 19:09 GMT (1:09 PM CST)

Executive Committee Minutes from 8 September 2003 were approved for archival and distribution pending the addition of the Treasury information from the NL and UK. There was some confusion with the last report on the part of the Secretary over the amounts to include in the minutes.

### **Agenda:**

- [Officer Reports](#)
- [Treasury Reports](#)
- [Chapter Reports](#)
- [Membership Committee Report](#)
- [Public Relations Committee Report](#)
- [Research Committee Report](#)
- [Fundraising Committee Report](#)
- [Chapter Formation Committee Report](#)
- [Education Committee Report](#)
- [Budget](#)
- [Old Business](#)
- [New Business](#)

### **Officer Reports:**

- The next monthly Members Meeting will take place on 1 October. Cindy Paris was will host.
- 5 Participating Membership Certificates and Operations Manuals have been

mailed out.

- Linda Ursillo submitted her resignation as VPF Treasurer. Victoria Goldstein was appointed VPF Treasurer by the Board of Directors and Linda Ursillo was appointed Assistant Treasurer USA and overall bookkeeper/accountant.
- The VPF Board of Directors approved the creation and use of a VPF Humanitarian Award to honor those who exhibit dedicated and invaluable service to VPF causes. Proposed recipients will be approved for the award by either the Board of Directors or this Executive Committee.
- Victoria is getting quotes for letterhead and envelopes.

### **Treasury Report:**

- Netherlands:  
Donations and interest: € 50.00  
Dutch expenses: € 184.45  
Total Dutch cash on hand: € 3066.64  
Thank-you notes sent to donors: 0
- UK:  
Donations received: £ 340.00  
UK expenses: £ 0.00  
Total UK cash on hand: £ 340.00  
Thank-you notes sent to donors: 0
- USA:  
Donations received: \$ 3,834.69  
USA expenses: \$ 22.00  
Total USA cash on hand: \$ 20,514.72  
Thank-you notes sent to donors: 300

### **Chapter Reports:**

- NETHERLANDS:
  - No report given.
- UK:
  - No report given.
- USA:
  - No report given.

### **Membership:**

- There are 53 participating members of VPF.
- There are 306 IVPF email group subscribers (4 new subscriptions, 8 unsubscriptions).
- There are 134 Vasa\_Previa email group subscribers (5 new subscribers, 2 unsubscriptions, 5 pending subscribers).
- There was 1 edit to the birthday calendar.

### **Public Relations:**

- Will hold PR meeting end of September.
- Fall Newsletter should be out by end of September with Sophie's Walk news.

- NETHERLANDS
  - Hard copies of all promotional material developed and used in the NL for Sophie's Walk (brochures, etc) have been sent to Victoria Goldstein.
- UK
  - There has been great response from the public and some journalists on some small items on VP/Rebecca that have appeared in three Scottish national newspapers on August 22<sup>nd</sup>. Carol will follow up on these.
  - Carol received a mail from Healthnet that said that they posted information and a link about Sophie's Walk on their website. They wished the VPF well.
  - Carol has contacted all the daytime chat style programmes again on 11 September and will report on any developments.
  - Carol contacted "Woman's Hour" radio again at end of August. She received a standard letter stating that they are keeping our information on file and they may link VP to another topic in the future.
  - A feature on "Sophie's Walk" will be published in next edition of Health Council news which will be out by next month.
  - Carol will be attending the Nursing and Midwifery Committee meeting in London on 25 September. She will give any feedback that she can.
  - Carol has been appointed to two review bodies of Nursing, Midwifery and Health Visitors within Lanarkshire. She will feed back anything of relevance and hopes to be able to raise VP in some way.
  - Carol will be attending an all day meeting in Glasgow on 24 September which centers upon the current consultation on changes to the future of ultrasound in Scotland. The consultation document is considering changes to routine ultrasound before 24 weeks of pregnancy. Carol will also be attending a workshop on Meeting the Needs of Pregnant Women. She has been asked to give feedback on the consultation document before 6 October.
  - Carol has received the outline programme for the RCOG Conference to be held in Glasgow next year. The programme looks very interesting and she would like to investigate ways of attending.
- USA
  - Prevention magazine contacted VPF needing information for a brief account of vasa previa for their new pregnancy column. Dr. Oyelese is following this up.
  - iParenting Media is interested in doing an article on vasa previa for Pregnancy Magazine. The contact writes for iParenting, Baby Years Magazine, Pregnancy Magazine, European Homes and Gardens Magazine, and Women's Health and Fitness. Dr. Oyelese is following up.

**Research:**

- Dr. Oyelese's paper on MRI use to detect vasa previa is being published this week in the British Journal of OBGYN.
- Dr. Sepulveda's paper entitled "Fetal Exsanguination from Ruptured vasa previa: still a catastrophic event in modern obstetrics" has been published in

the Sept issue of Journal of Obstetrics and Gynecology in UK. A copy was purchased by the VPF. Victoria is checking how we can get it on our site.

- 240 women are documented on the database (140 records received for the study). Paper will be sent for publication by September 25 with 150 records.

### **Fundraising:**

- Sophie's Walk to date has yielded £340 in the UK, and almost \$20,500 in the USA.
- Questionnaire and event reports have been received from walk captains. Victoria is working on report and manual for next year's event.
- Jacqueline Mullikin is designing a holiday card for this year's holiday fundraising drive. 2000 cards and envelopes/4 colors cost \$850. We need to sell 20 per box for \$20 to make a \$1000 profit. Printing takes 5 days. Victoria will send Carol and Marlou the design for local printing in those chapters. Marlou plans to sell them for twice what they cost to print, about what the USA pricing schedule will yield. It was agreed that we give support for the printing costs and pricing schedule now, but not give approval for printing until Executive Committee members have seen and approve the design.
- It was suggested that the front page of the website be re-done to feature the new holiday card sales.
- Victoria is working on a handwritten recipe book based on recipes she's collected from all over the world. She generously plans donate this work to VPF for fundraising purposes. Participating members will be welcome to submit a recipe for inclusion. It was suggested that Fahrenheit, Celsius, Gas Mark, and liter/gallon conversions be included for ease of use in all countries. Since this item is not electronic, Victoria will provide Marlou with a hard copy for translating into Dutch.
- NETHERLANDS
  - Marlou received a bill for flags used in Sophie's Walk for € 625.70. Marlou will contact the company this week, to see if something can be arranged.
  - Dutch advertisement site: <http://www.marktplaats.nl> So far a total of € 1,674.50 has been sold € 147.45 has been transferred to the VPF NL account and a thank you note sent.
- UK
  - Parachute jump by Emma Stewart's sister to benefit the VPF is now imminent. Over £1,000 have been raised so far.
- USA
  - Kate's Lemonade stand is set to take place on 28 September. Kristy Schryver and Iain and Christie Michie will be attending.

### **Chapter Formation Committee Report:**

- No report given.

### **Education Committee Report:**

- The deadline for ACOG film festival is Oct 17 for submitting an abstract. The

film itself must be submitted by Nov 17. Victoria will draft a letter to the producer regarding final requirements needed in the film. Amy will send it off to Julia and Dr. Bird.

**Budget:**

- No report given.

**Tax Exempt Status:**

- The Board of Directors approved the addition of a dissolution clause to the VPF Articles of Incorporation to be filed in the USA with the Illinois Secretary of State. The motion has been sent via postal mail to the VPF Participating membership for approval. This action is required by the IRS for tax exempt status in the USA. The clause designates remaining funds (after expenses) to be distributed to other 501(c)(3) charitable organizations should the VPF ever dissolve.
- Victoria supplied Amy with additional information on the past, present, and future VPF research activities. This also is necessary for the IRS status in the USA.

**Old Business:**

- Donor data to complete the private donation page for the VPF website is still needed. Tabled since forever.
- UK will need a VPF Assistant Secretary. Tabled since 24 June 2002.
- Netherlands needs a VPF Assistant Secretary.
- VPF website banner for use on other websites. Tabled 8 July 2002 pending sample submission.
- Gavel sound for Board Room in the chat café. Tabled since 24 Feb 2003.
- Victoria is working on Spanish translations of the VPF brochure and Sophie's Walk information for the website. Tabled since 24 March 2003 as this is a work in progress.
- Press releases for the Kennedy March and Carol's nomination for Scotswoman of the Year. (19 May 2003)
- New page for the website about volunteering for the VPF. (19 May 2003)
- VPF document on management of vasa previa. (Tabled 19 May 2003 pending publication of pending medical articles)

**New Business:**

- Sophie's Walk 2003 captains Fred Rye, Aimee Rye, Victoria Goldstein, Paula Gammons, Alejandro Arango, Jose Goldstein, Kristy Schryver, Christie Michie, Meredith Kirby, Trina Perrone, Jacqueline Mullikin, Rhonda Wolters, Cindy Paris, Amy Brown Gaghagen, Marlou van Dijck, Carol Prentice, Veronica Cardona, Lourdes Ramirez, Tatiana Salcedo, and Kiki Moretti were approved to receive the VPF Humanitarian Service Award.
- It was proposed and unanimously agreed that Linda Ursillo, Ivadell Peters, Patrician Drabant, Sigrid de Rooij, Syl Jung, and Bea Saver receive the VPF

Humanitarian Service Award for invaluable service and promotion during Sophie's Walk.

- It was unanimously agreed that Marleen Wubs and Phil Millard receive the VPF Humanitarian Service Award for their invaluable contributions to the VPF cause.
- Unanimous approval was given for the creation of a VPF Angel certificate for donors of more than € 250, £ 200, or \$ 250.
- It was unanimously agreed to invite an additional medical doctor to join the VPF Medical Advisory Board. Letters to invitees will go out today.

**The next regular VPF Executive Committee meeting will take place on Monday, 6 October 2003 at 19:00 GMT (2:00 PM EST, 1:00 PM CST) in the Board room of the VPF Chat Café.**

Meeting Adjourned at 20:38 GMT (2:38 PM CST)