

# **INTERNATIONAL ASSOCIATION OF LARYNGECTOMEES**

925B Peachtree Street N.E., Suite 316  
Atlanta, GA 30309

## **MINUTES**

Interim Board of Directors Meeting  
The Peabody Little Rock, AR  
March 14-15, 2008

### **I. CALL TO ORDER**

President Tina Long called the meeting to order in the Hoffman Room of the Peabody Little Rock Hotel on Friday, March 14, 2008, at 8:20 a.m. All members attending were present. They were:

David Blevins  
Dr. Philip Doyle  
Elizabeth Finchem  
Sapp Funderburk  
Terrie Hall  
Janice Hayes  
Bob Herbst  
Tom Herring  
Tina Long  
John Ready  
Dr. Jeff Searl

### **II. APPROVAL OF BURLINGTON BOD MINUTES**

A motion was made, seconded, and carried to approve the minutes of July 14, 2007 as presented.

### **III. PRESIDENT'S REPORT**

Tina Long, President, made the following recommendations for some events at this year's Annual Meeting. We will have a "Commons Area" to promote interaction among the membership and the Board. Pat Sanders, President of WebWhispers, and other members of WebWhispers, have been invited to work in conjunction with the IAL.

In addition, it was discussed that the Board would offer a large bulletin board in the Commons area for members to post notes, announcements and available brochures and pamphlets.

Another idea that Tina Long would like to incorporate into the program of the AM is to hold a "Town Hall Meeting" with ground rules to be implemented and to include an impartial moderator. Mr. Herb Simon has agreed to be the moderator.

Tina Long shared an announcement regarding the possibility of forming a partnership with the Yul Brynner Foundation (which as been newly named - Alliance of Head and Neck Cancer) in the very near future.

Sapp Funderburk discussed the financial situation and presented motions for resolutions to eliminate all ex-employee's names on the IAL accounts, and Sapp Funderburk and John Ready were assigned as sole signatories on the account that he then opened with Bank of America in Little Rock.

Our Interim VI Director, Dr. Jeff Searl, will contact Dr. Caryn Melvin regarding the Batten Scholarship funds. An additional announcement was made by Dr. Jeff Searl concerning the ACS grant application, noted in the VI Director's Report.

President Long stated "we are going to have a productive and exciting Annual Meeting in Little Rock, with many new events, along with the "tried and true" presentations we all find informative and important."

#### **IV. EXECUTIVE DIRECTOR'S REPORT**

REPORT UNAVAILABLE SINCE THE POSITON IS VACANT

#### **V. STANDING COMMITTEES**

##### **A. ANNUAL MEETING**

Chair John Ready submitted the following report:

The Annual Meeting Committee met at 1:00 p.m. on March 15, 2008, in the Manning Room at the Peabody Little Rock Hotel.

The following were in attendance: John Ready, Chair; Tina Long, Vice Chair; Elizabeth Finchem, Terrie Hall, Bob Herbst; Harvey and Lisette Black, Lost Chord Club of Central Arkansas

The AM program is being co-developed with Jeff Searl, Interim Voice Institute Director to bring new ideas to the AM.

A meeting was held with Liz and Harvey Black, representing the host club – The Lost Chord Club of Central Arkansas. With the assistance of Stacey Wheeler, Convention Manager for the Peabody Hotel, meeting room layouts are nearly finalized. The AM committee and the PA committee are working on the registration forms for posting on the website and distribution to the member clubs and individuals.

The meeting adjourned at 3:00 p.m.

A motion was made, seconded, and carried to accept this report as presented.

## B. BYLAWS

Chair Sapp Funderburk presented the following report:

The Bylaws Committee met at 9:00 a.m., Saturday, March 15, 2008, at the Peabody Little Rock Hotel in the Hoffman Room.

The following members attended: Sapp Funderburk – Chair; David Blevins, Tom Herring, and Tina Long - President IAL

We have eight (8) amendments to bring forward at the Annual Meeting in August. In the majority they will correct problems brought on by amendments at the 2007 Annual Meeting or correct errors and make the Bylaws consistent and clearer.

Without getting into a discussion of each amendment these are a few of the more important ones. For example the Annual Meeting in Burlington eliminated the Executive Committee but did not take out references to it in other sections of the Bylaws and in several cases need to add Board of Directors in place of the Executive Committee. Another example is Article V deals with the Officers. Section C of that article deals with Removal

from Office. It has no mention of Officers only Board of Directors members, while Article VI deals with Directors, and Section D, of Article VI, deals with removal from Office of Board Members. Unlike Article V Section C it requires a 3/4s vote of the Board to remove Board Members. In order to make these sections agree the 3/4s requirement needs to be changed to 2/3s.

While it has been common practice for the Public Affairs Committee to make changes, corrections, and improvements to the web site, the Bylaws contained no specific authority for the Committee to do so.

In some cases the notification of the member clubs has been lengthened in order to give them more time before Annual Meetings to study Amendments and nominations, for example from 30 days to 45 days.

The office of Immediate Past President is better defined as "Past President."

There were some other possibilities discussed but were not brought forward because they need more work or were thought to be unnecessary.

The meeting adjourned at 10:45 a.m.

A motion was made, seconded, and carried to accept this report as presented.

## C. FINANCE

Chair John Ready presented the following report:

The meeting was recessed at 11:11 a.m. on Friday, March 14, 2008, at the Peabody Little Rock in the Hoffman Room, it reconvened at 11:40 a.m. and recessed again at 12:25 p.m. to reconvene at 5:06 p.m.

All Financial Statements were reviewed by the entire Board. A motion was made to open a new account at Bank of America in Little Rock in order to get all accounts out of former employee's names and to secure all outstanding accounts. Sapp Funderburk

went back and forth to the Bank to complete as much as possible of the financial business by day's end.

Sapp Funderburk and John Ready were voted to be the two Board of Director members designated to sign on the IAL accounts.

The former Treasurer was notified via e-mail, followed up by a registered letter, that all prior accounts have been closed effective March 14, 2008.

A discussion concerning per diem and a motion was made, seconded and carried to raise the per diem to \$42 a day in keeping up with the recent Government increase for inflation.

Meeting adjourned at 6:54 p.m.

A motion was made, seconded, and carried to accept this report as presented.

#### D. REHABILITATION AND MEDICAL AFFAIRS

Chair Philip Doyle presented the following report:

The Medical Affairs Committee meeting was called to order at 2:00 p.m. on March 14, 2008. Committee members in attendance were: Dr. Philip Doyle, Chair: Terrie Hall; Tom Herring; David Blevins, Elizabeth Finchem and Dr. Jeff Searl attended as visitors.

##### Overview:

Discussion addressed three specific issues. The first and most important issue related directly to concerns of liability for Voice Institute (VI) staff and faculty. The second item related to general issues up updating materials specific to those who are laryngectomized. Finally, as part of a need at the time of the meeting in August, questions regarding emergency information were discussed.

##### Liability for VI Staff and Faculty:

In the past, some questions regarding aspects of liability for VI staff and faculty have been raised. Although many of these issues related to the off-site TEP clinic, these concerns also have merit for on-site clinical matters. It does appear that an insurance policy is current for the IAL. The details of issues of VI liability are not as clear. It was identified that having some details on whether "malpractice" coverage is contained in the current policy was raised. Philip Doyle will pursue this issue through other members of the Board to seek clarification. If needed, the insurer will be contacted for information. Minimally, it was agreed that we need to verify that VI staff and faculty are indeed covered should any problems arise. Detailed information will be distributed as it is gathered.

#### Updating Materials:

There are a number of IAL materials that may be out of date. For example, the current CPR guidelines may not be current. Similarly, expanded information on issues such as understanding that an HME can be removed in an emergency situation should be developed. Updated materials should be ready for the Little Rock meeting if at all possible. All changes should be consistent with current emergency guidelines. Upon any updating or revisions to current documentation, these materials should be provided to Dr. Mark Singer, the IAL Medical Director for review and comment. Philip Doyle will work on these items over the next several months to insure updates in time for the meeting. Once completed, information will be provided to members of the Board so that follow-up decisions (e.g., copying, distribution, etc.) can be made.

An additional topic of discussion related to Medic Alert bracelets and the need to have such information readily available for distribution. David Blevins discussed some options for obtaining Medic Alert as part of the InHealth Speaker's Club. Details will be gathered and information to the committee will follow.

As a related topic, some discussion of the "Check the Neck" video occurred. Some of the material included on this video may be inaccurate based on current standards. The committee discussed the possibility of making changes to some parts of the video. Elizabeth Finchem does have good knowledge of the video and how it was developed and she has agreed to gather information and provide updates to the committee. Once this

information is obtained, it would appear that some joint discussion with the Public Affairs Committee should be pursued. This video and others were already converted to DVD in 2004 at the BOD's request in Anaheim. Finally, with increasing use of DVD-based information, some discussion of potentially converting this video into this more contemporary format was raised. Further details on this matter will follow in the months to come.

#### Emergency Information for IAL Attendees:

As part of last year's Rehabilitation and Medical Affairs minutes, the need for emergency instructions was raised. What was desired was a list of emergency contacts in any given VI-AM meeting site. Hence, the committee will work with the local Host Club in Little Rock to develop this list along with maps and directions to the closest medical facilities should medical assistance be required. These materials will be placed within the "goodie bags" that are distributed at the time of registration and check-in at the time of the meeting.

The meeting adjourned at 3:15 p.m.

A motion was made, seconded, and carried to accept this report as presented.

#### E. NOMINATING COMMITTEE

Chair, Terrie Hall submitted the following report:

The Nominating Committee met on Friday, March 14, 2008, at 1:00 p.m. Members present were: Terrie Hall, Chair and Janice Hayes.

The offices of President, Vice-President, Secretary and Treasurer are all open for nomination and election at the 2008 Annual Meeting in Little Rock.

There will be four (4) Directors seats open with two (2) year terms and one (1) Director seat open with a incomplete term of one-year.

Candidates up for re-election for Office:

Tina Long – President  
John Ready – Vice-President  
Terrie Hall – Secretary  
Treasurer –

Candidates for re-election as Director:

Elizabeth Finchem  
David Blevins  
Janice Hayes  
Bob Herbst  
Open (one incomplete one-year term)

An article to the club members will be published in upcoming IAL Newsletter.

Meeting adjourned at 1:48 p.m.

A motion was made, seconded, and carried to accept this report as presented.

#### F. PUBLIC AFFAIRS

Chair Elizabeth Finchem presented the following report:

The Public Affairs Committee met on Friday, March 14, 2008, at 9:30 a.m. in the Manning Room. Committee Members attending were: Elizabeth Finchem, Chair; Janice Hayes, Vice Chair; David Blevins, Tom Herring, Bob Herbst Dr. Philip Doyle and Sapp Funderburk; Libby Fitzgerald, Volunteer member, was absent.

Terrie Hall volunteered as Secretary.

#### REPORTS:

##### Janice Hayes, Club Communications Report:

Update on status of pending "list serve", or Helpline on the web site when it is ready.

Janice has received all the information about setting up an e-mail for the IAL for different local clubs to communicate through e-mail with the IAL Board and each other about any questions, problems or help they may need. It will be monitored like WebWhispers, so that any "out of order" mail would be eliminated. This web e-mail would be a place to go only for help suggestions and not to file complaints.

The delay in establishing the list serve has occurred for a number of reasons. First, the problem with our web site needs to be resolved before we go on to something new. Second, we will need at least \$100.00 to get this started. Third, we will need at least two volunteers to monitor the site. After the IAL website gets all of its problems solved and it's up to date, we will then be ready to get the IAL E-mail going. The IAL Board will consult with Pat Sanders and make a request as to whether she could recommend someone to be a monitor.

John Ready (absent), Discussion:

Decision by Committee that the permanent IAL address should be located in Atlanta, GA since it is a UPS hub that would provide rapid mail delivery.

2008-09 professional or regional conferences must be budgeted as part of the Susan B. Clark Fund, as stated in her gift to the IAL.

David Blevins, IAL News Editor – Report:

- Paper, printing/postage cost comparison concerns were discussed.
- Tabs will be added to the IAL News to insure issues arrive undamaged at the cost of approximately \$80.00 quarterly.
- Purchase of software by David Blevins was announced.
- Production/design salary and expenses were discussed.
- Vendor ads are sought.

David Blevins, "First Steps":

Second draft approval is pending. When ready it will be submitted to professionals for review prior to printing. Estimated cost of \$7,000 for printing the hard copy of this updated publication must be obtained. It will be posted on the web site to be downloaded at no charge when ready.

Tom Herring, Database Manager – Report:

Database update was shown to the Committee for future expansion possibilities for a variety of uses.

Tom provided a demonstration of the database. Tom Herring and John Ready also discussed future plans to place the IAL mailing list and database onto a secure website which will be free of charge to charitable organizations such as ours. This will allow members of the Board of Directors who need specific information to be able to access the information directly. The change-over may take up to one year to investigate and reprogram our portion of the site for our needs.

Elizabeth Finchem, Web site, – Report:

- A list of 20+ items for deletion, correction, and addition to [larynxlink.com](http://larynxlink.com) was presented to the Committee. Tina Long volunteered to contact the webmaster.
- A special request was made and approved to restore the list of Past presidents and Honorary Life Members to the web site.

Sapp Funderburk, - Report:

- Bylaws update & amendment affecting the PA Committee includes language that states the web site is part of the PA Committee's responsibility.
- 2007 amended Bylaws (with red omits) should remain until any 2008 amendments are approved by the 2008 Delegates.

Dr. Philip Doyle – Report Tabled:

Dr. Doyle later provided information on MSN connection for an online meeting experiment.

Bob Herbst, - Report:

Bob Herbst will serve as WebWhispers Forum monitor to keep us informed about current topics and as a web site helper with posting updates from the BOD.

Ron Langseth (absent) – Report:

An article seeking a Video/DVD Librarian replacement should be submitted for the May issue of the *IAL News*.

A search for a Video/DVD Librarian will also be posted on WebWhispers.

NEW BUSINESS:

- AM Awards suggestions are:
  - Jay Lemaster - Outstanding Service
  - "Shirley Salmon Award" for "Lectureship/Master Clinician"
  - Old Timers List – (incomplete)
- Libby Fitzgerald has volunteered to help with award items.
- Future task – New IAL brochure to be assigned.

The meeting was adjourned at 11:30 a.m.

A motion was made, seconded, and carried to accept this report as presented.

G. SPEECH STANDARDS

Chair John Ready presented the following report:

The Committee did not meet and there is no new business to review. The Committee will meet in April to review the Annual Meeting opportunities and the Voice Institute requirements.

**VI. AD-HOC COMMITTEES**

**A. EXECUTIVE DIRECTOR SEARCH COMMITTEE**

The Executive Director Search Committee met 3:00 p.m. on Friday, March 14, 2008, in the Manning Room at the Peabody Little Rock. Committee members in attendance were: John Ready, Chair, Janice Hayes, David Blevins and Sapp Funderburk

The committee reported that it is in the process of reviewing three potential candidates for the position of Executive Director. These candidates have responded to our posting of the position.

Meeting adjourned at 3:54 p.m.

A motion was made, seconded, and carried to accept this report as presented.

## **B. VOICE INSTITUTE SEARCH COMMITTEE**

The Voice Institute Director Search Committee met 3:00 p.m. on Friday, March 14, 2008, in the Hoffman Room at the Peabody Little Rock Members Present: Dr. Philip Doyle (Chair), David Blevins, Elizabeth Finchem, Terrie Hall, Bob Herbst

### Overview:

Discussion addressed several specific issues concerning the Voice Institute (VI) Director Search for the 2009 IAL Meeting. This included discussion concerning development of the advertising copy, where to advertise, and general timelines for placing the advertisement. Additional issues addressed related to the assessment of applications for the position, timelines for receipt of applicant materials, and the timeline for interviewing candidates during the IAL meeting in August. The final issue addressed pertained to the VI Director Position Description and the Memorandum of Agreement for the position.

### Advertisement for VI Director:

An advertisement for the position will be developed within the next two weeks. The template for this advertisement will be an expanded version from the existing flyer that was used at the 2007 ASHA meeting in Boston, MA. Dr. Philip Doyle will generate this draft for review by Committee members. Once a draft is completed, it will be distributed to members of the Committee for comment. Once revisions are completed based on input from Committee members, necessary revisions will be made and advertising will be pursued.

### Plan for Advertising:

Discussion regarding where to advertise the position was undertaken. Based on information obtained from ASHA, the costs are substantial (approximately \$1200-\$1500). Although ASHA provides the ability to distribute this to a large membership, the number of those who are likely to be qualified for the VI Director position is anticipated to be limited. P. Doyle indicated that this potential pool of qualified applicants (e.g., those with extensive expertise in postlaryngectomy rehabilitation) is certainly less than 100 and more likely less than 50. Based on cost and the limited candidate pool, David Blevins recommended that ASHA advertising was not appropriate. Based on the information discussed, it was decided that advertising on the IAL web site, as well as the WebWhispers (Health Providers) website would be most likely to capture potential candidates. Thus, it was agreed that both of these resources will be used for advertising the position. Tina Long will contact Pat Sanders of WebWhispers to seek permission for the posting. Ideally, ads will be posted by early April at the latest which will provide a reasonable time for responses or inquiries regarding the position.

### General Timeline:

The committee agreed that development and posting of the advertisement should occur as soon as possible. The Committee anticipates that this can occur within the next three (3) weeks. A tentative deadline for applications will be July 1, 2008. All submitted applications will be reviewed by all members of the Search Committee and a short list of qualified potential applicants will be developed with individuals contacted no later than July 15, 2008. Dr. Philip Doyle will confirm receipt of submitted materials for all applicants via e-mail. Those who are not short-listed will be notified by Dr. Philip Doyle via direct contact; those short-listed will also be contacted directly to arrange for interviews in Little Rock.

### Interview Plan:

The committee has decided that short-listed applicants for the position should be interviewed at the start of the AM-VI in August. This will facilitate the ability of the Committee to deliberate on those candidates and make a decision prior to the

end of the Meeting. It was agreed that an announcement of the new VI Director should be made prior to the end of the AM-VI. There was some discussion regarding whether travel would be provided for potential candidates, but we believe that doing so is not appropriate at this time.

Update on VI Director Position Description and Memorandum of Agreement:

Some changes to the Position Description (PD) and Memorandum of Agreement (MA) are required. There are several items in the current PD that require modification. Dr. Philip Doyle will make these changes and distribute to committee members for comment. This information will then be shared with the Interim VI Director for feedback. The committee also discussed the issue of using a standard contract, but information suggests that "standard contracts" do not exist. As such, the Committee decided to work from the existing MA document. Again, Dr. Philip Doyle will make suggested changes to that document and distribute to all members for feedback. Once completed, this will be provided to the Interim Director at which time his appointment can be formalized.

Additional Business:

As part of the ongoing discussion, there is uniform agreement that the next VI Director should be appointed for a multiple year period (e.g., three years). The rationale behind this suggestion was two-fold. First, it is difficult to pursue yearly searches given the limited number of potential candidates for the position. Secondly, the ability to appoint a VI Director for more than a single year allows the individual to develop a program that not only meets immediate needs of the VI, but works to develop a contemporary program that can be expanded as required. A multiple year term also allows for a general level of continuity that is of great value to the objectives of the VI.

The meeting adjourned at 4:50 p.m.

A motion was made, seconded, and carried to accept this report as presented.

## **C. PROHASKA FUND COMMITTEE**

The Prohaska Fund Committee met at 9:00 a.m. on Saturday, March 15, 2008, in the Manning Room at the Peabody Little Rock  
Members Present: Elizabeth Finchem, Chair; Terrie Hall, Bob Herbst, Dr. Philip Doyle, and Tina Long, Ex-officio

Committee to revise and replace documents of [larynxlink.com](http://larynxlink.com) with updates from the May 2006 documents.

The Committee revised the May 2006 Prohaska documents for the November 2007 IAL News, and for replacement on [larynxlink.com](http://larynxlink.com), which has not been completed yet.

The revised documents were reviewed again by the Committee for further adjustments prior to posting. IAL article has wrong information on deadline date, and contact information. Terrie Hall's address will be used to expedite applications. The committee plans to have them posted on [larynxlink.com](http://larynxlink.com) immediately.

Funding – Initial 5K donation added to general fund will be moved to a separate account.

Request that this 5K donation be set up in a CD to earn interest to facilitate using interest each year.

A suggestion to add a line on the IAL AM Registration forms with the opportunity to designate a specific amount of donation for the Prohaska Medical Financial Assistance Fund. As this fund is to serve those who need medical financial assistance in the future.

The committee approved a layering of financial needs, i.e. \$500.00 cap for medical procedures, and a \$250.00 cap for medial supplies.

Meeting adjourned at 10:15 a.m.

A motion was made, seconded, and carried to accept this report as presented.

## **VII. VOICE INSTITUTE**

### **1. Works completed or in progress prior to the Interim Meeting**

#### **a. ASHA Continuing Education Units**

- i. ASHA was contacted to determine the procedures for having me replace Dr. Carla Gress as the IAL's ASHA approved CEU designate so that the VI program can be approved for ASHA CEUs.
- ii. Carla Gress must be the one to complete a form that replaces her name with that of Dr. Searl, Dr. Searl has contacted Dr. Gress concerning this and she has indicated she will complete the form and mail it, along with Dr. Searl's vita, to the ASHA CEU office to start this process.
- iii. Once ASHA receives this, Dr. Searl will have to complete an on-line training module to become ASHA approved.
- iv. The ASHA representative indicated that they would need all of the VI materials (program, list of faculty, bios, learning outcomes, advertising) 30 days prior to the event in order to get the ASHA CEU approval.

#### **b. American Cancer Society Grant**

- i. A letter and proposed VI budget was sent to the ACS Chief Medical Officer, Otis Brawley, MD (letter dated March 6, 2008). The deadline for this was March 15, 2008.
- ii. The ACS indicated prior to my sending the letter that they likely will only be able to provide half of the funding that they have in recent years, meaning \$10K instead of \$20K. In the letter it was requested for them to give as much as they could.

#### **c. VI Faculty**

- i. Andrew Palmer and Meaghan Kane-Benjamin were asked to serve on the VI faculty with the added titles/responsibilities of Assistant Director and Registrar, respectively. They have both agreed and have begun to do some preliminary work.

1. Meaghan Kane-Benjamin is investigating the issue of SLP licensure in AR and how we will need to do the hands-on clinics during the conference when we have out-of-state VI faculty involved.
  2. Andrew Palmer is going to help get the word out to Universities within a 6 hour drive to Little Rock and also will be helping to get the word out to the SLPs in surrounding states via the state associations.
  3. Both have given input on preliminary VI program planning and faculty to consider
- ii. Others who have been asked to be on the VI faculty at this point include
    1. Phil Doyle – has agreed
    2. Mike Trudeau – has agreed
    3. Andrew Palmer – has agreed
    4. Meaghan Kane-Benjamin – has agreed
    5. Julie Bishop-Leone – has agreed
    6. Jody Knott – has agreed
  - iii. A list of other possible candidates has been compiled.

#### **d. Advertising Targets**

- i. From the website of the Counsel of Academic Programs in Communication Sciences and Disorders, Dr. Searl has begun to compile a list of the schools within a six hour drive from Little Rock. Targeted mailings will go to these schools to attract SLP students
- ii. SLP state associations within the region have been located and will also receive targeted advertising.
- iii. Andrew Palmer will help in getting the word out regionally.

#### **e. Preliminary Program**

Work has begun on a VI program that has been sent to Andrew Palmer, Meaghan Benjamin, and Phil Doyle for feedback. Using their feedback, along with other info learned at the IM, program will be revised before forwarding it to John Ready and Tina Long to consider and to coordinate the VI and AM program.

#### **f. Peabody Hotel Conference Room Assignments**

- i. We toured the facility with the Peabody representative (Stacey Wheeler) to get an idea of the space and to begin some preliminary planning of room/space allocation for the VI and AM. Stacey Wheeler provided some documentation regarding room availability, size, seating capacity, and so forth. She is to send further documents of relevance through John Ready who can distribute them to the rest of us as needed.
- ii. Tina Long and Dr. Searl met after the facility tour to start mapping out the space allocation. We made significant headway on this. The next morning, Elizabeth Finchem and John Ready and Dr. Searl met to review what had been done. Dr. Searl will type up where he is at currently in terms of room assignments and send that to John Ready (and others as needed). It appears from all of this that both the VI and AM programming, as well as the vendor space, can all be on the same floor with the exception of the commons room which will be one floor below. Dr. Searl will be making inquiries about the availability of smaller rooms that will be needed for break-out sessions, committee meetings, storage, and so forth.
- iii. Once the AM program and the VI program are finalized, specific room assignments will be made.

#### **g. Discussion with the IAL board regarding a new, named lecture for the VI/AM program.**

- i. Phil Doyle had the initial idea that has a "Master Clinician Invited Lecture" that would be done in honor of past master clinicians (SLP's, MDs, other professionals, laryngectomees who have served as clinical role models, etc.).
- ii. The person who is being honored would rotate each year. So, for example, this year might be the *Master Clinician Invited Lecture for 2008 in Honor of Shirley Salmon*, and then the next year it would be in honor of someone else. The person being honored would be

invited to attend the conference with the IAL picking up their registration fee.

- iii. The person invited to give the lecture would be chosen by the Director of the VI (in consultation with others). The chosen person would be given a plaque and would have travel, room, and board paid for.
- iv. The IAL board seemed to be in strong favor of initiating this invited lecture. Dr. Searl will need to clarify with the Board if he should move forward with this (so that he can get someone invited in time) or if it needs formalizing in some way before Dr. Searl proceeds.

### **VIII. OLD BUSINESS**

There is nothing on the agenda to be acted upon at this time.

### **VIII. NEW BUSINESS**

### **X. ADJOURNMENT**

A motion was made at 6:55 p.m. to adjourn. It was seconded and carried.

Respectfully submitted,  
Terrie Hall, IAL Secretary