

**INTERNATIONAL ASSOCIATION OF LARYNGECTOMEES  
MINUTES**

**MEETING OF THE BOARD OF DIRECTORS**

The Holiday Inn Coco Key Resort, Kansas City, Missouri  
Sunday, June 19, 2011

**I. CALL TO ORDER**

President Bob Herbst called the meeting to order at 9:30 a.m. in the Executive Board Room of The Holiday Inn in Coco Key Resort, Kansas City, Missouri on Sunday, June 19, 2011.

**II. ROLL CALL**

A sign-in sheet was passed and each Board member was asked to sign in. Those in attendance were:

Kay Allison	Guest: Elaine Fulton, Parliamentarian
David Blevins	
Tom Cleveland	
Dr. Philip Doyle	
Elizabeth Finchem	
Sapp Funderburk	
Terrie Hall	
Wade Hampton	
Bob Herbst	
Tom Herring	
CW Moreland	
Susan Reeves, Administrative Manager	

**III. VI DIRECTOR'S REPORT**

Voice Institute Director, Philip Doyle stated: "This year's Voice Institute has been very successful. Although formal numbers have not been confirmed, it appears that attendance exceeded 120 individuals which are excellent. Of those in attendance, the IAL initiative to attract students to the VI has met with remarkable success with more than 60 students representing at least 11 university programs. Informal feedback from students suggests the

VI experience was highly valued by them and that they would encourage other students to attend in the future. Evaluation forms for the VI were obtained from more than 90 individuals and the preliminary assessment of the content, breadth, and value of information presented is outstanding. Formal tallies of responses will be provided as part of the final report submitted by the Interim Voice Institute Director within 60 days of the meeting.

The 14 visiting faculty who participated in all phases of the VI was unique in that five of them were new. As such, the breadth of information covered was done so in a novel fashion from a continuing faculty. Additionally, it should be noted that all faculty members refused to accept a stipend for their time or per diem as part of their participation; this gracious offer has afforded the IAL a considerable operational savings this year. Similarly, 7 local Speech-Language Pathology faculty members offer outstanding support, particular in relation to the hands-on TEP clinic conducted at the University of Kansas Medical Center (KUMC) on June 17th. The medical team at KUMC, headed by Dr. Douglas Girod also offered great support in an effort to make that session a success. Finally, sincere appreciation is also extended to Dr. Jeff Searl who coordinated all aspects of that clinic, along with substantial support regarding other local issues specific to the conduct of the VI. Formal letters of appreciation will be sent to all faculty members by the Interim Director to acknowledge their contributions to the success of this year's program.

While the general conduct of the VI was relatively smooth, some problems did emerge (lighting, room set up and changes) and the weakest link in solving these problems was at time related to hotel staff. These types of problems should be specifically addressed in advance of the next VI.

As for future considerations to improve all aspects of the IAL programs offered as part of the VI and the Annual Meetings, it would be beneficial to consider some logistic issues that will permit more seamless programming and to do so in an effort to optimize the opportunity for increased continuing education hours as part of one's attendance. Details regarding this concern and recommendations for improvements will be offered as part of the final report from the Interim Director."

#### **IV. STANDING COMMITTEES**

A list of the Committees was circulated to members of the Board to give them the opportunity to select which committees they would be interested in serving on. President Bob Herbst, will make appointments for each member excluding the Nominating, Finance and Annual Meeting Committees.

President Bob Herbst will review the committees list for the newly elected Board members in the near future, and contact everyone via electronic mail (e-mail) for assignments.

#### **V. COMMITTEES AND COMMITTEE ASSIGNMENTS**

##### Nominating Committee:

Board member Tom Herring moved that Terrie Hall, Kay Allison, David Blevins, Sapp Funderburk, and Tom Cleveland be appointed to the Nominating Committee. Motion was seconded by Wade Hampton.

Motion passed unanimously.

The Chair of the Committee is to be selected among the Members at a later date via electronic mail (e-mail).

##### Annual Meeting:

The following people will make up the Annual Meeting Committee:

Wade Hampton, Chair; Terrie Hall, Vice-Chair; and CW Moreland will represent the past Host Club. Also included will be Philip Doyle (VI Director); Bob Herbst, (ex-officio); and Susan Reeves, Administrative Manager (consultant).

President Herbst noted that next year's AM will be in Durham, North Carolina on or about the week of June 7-9<sup>th</sup>, 2012.

##### Auxiliary:

Terrie Hall, Auxiliary Treasurer, Interim Secretary, announced that the Saturday night auction brought in approximately \$620.00 for a total of a little over \$1,300.00 raised.

The Raffle and 50/50 drawings at this year's meeting worked out adequately with the time frame by doing the Fun Show/Raffle late in the afternoon on Saturday and then the auction at the IAL Saturday night banquet.

## **VI. OLD BUSINESS**

There was no old business.

## **VII. NEW BUSINESS**

- Philip Doyle moved that the Board of Directors permit the Rehabilitation and Medical Affairs Committee to seek input from a panel of Otolaryngologists relative to expanding the knowledge of their peers, specific to Otolaryngeal voice and speech methods. Motion seconded by Sapp Funderburk.

Motion passed.

- Wade Hampton moved that every Standing Committee and Ad Hoc Committee do a Procedures Manual to define their duties.

Motion failed.

- Philip Doyle moved to amend the motion to state that every Standing Committee and Ad Hoc Committee generates a Procedures Reference Manual to define their own duties by year's end.

Motion passed.

- C.W. Moreland moved that one or more laryngectomees be named and recognized for their contribution to the IAL and its mission, on behalf of laryngectomees and their families by awarding them with the "Outliving Life Award". Seconded by Wade Hampton.

Motion passed.

- Wade Hampton moved that the Batten Scholarship Awards be capped at \$2,000. Seconded by Tom Cleveland.

Motion passed.

- David Blevins moved that Public Affairs Committee draft a position paper relative to Medicare coverage of laryngectomee supplies and equipment. Seconded by Tom Cleveland.

Motion passed.

## **VIII. ADJOURNMENT**

At 11:45 a.m. a motion was made by David Blevins to adjourn and seconded by Kay Allison.

Motion carried to adjourn.

Respectfully submitted,  
Terrie Hall, IAL Secretary