

IAL BOD General Meeting

Sunday, June 9, 2013

Present: Bob Herbst, Wade Hampton, Noel Best, Chuck Rusky, Charles Moore, Tom Cleveland, Susan Reeves, Candy Moltz, Rhodney Montague, Ed Chapman, Carl from Buffalo, and Jodi Knott. Ron LeClere joined the meeting at the end.

Bob opened the meeting at 8:40am with praise on the success of the 2013 Annual Meeting in Spokane. He thanked everyone for their hard work.

Jodi read a report from Phil Doyle about the positive feedback he had from the participants of the VI. He also stated that the Vendors were often in and out of the presentations of the VI and they had not signed up nor paid for the VI program. The AV system was a problem every day of the VI. Four SLPs attended the VI and 41 students. Susan and Jodi thought that at least the first day and a half of programming could be combined for the AM and VI participants, simplifying the program and speakers.

Ed Chapman made a suggestion that the breaks for the VI and the AM be scheduled at different times, since there never seemed enough snacks and coffee to go around. Discussion included that the Vendors supporting the breaks should realize that both AM and VI participants would be partaking and plan appropriately. The cost of the breaks will be carefully analyzed to provide enough for the whole group for the 2014 Buffalo meeting.

Wade Hampton gave a favorable report on the Annual Meeting. He thanked Jodi for coming on board as VI director. Wade asked what Dr. Ed Damrose's role was as the medical advisor of IAL. Jodi said Dr. Damrose gave two lectures in the VI and provided supervision during the medical clinic. She also said he was really nice and great to work with. Brian Mitchell, MD, was praised for his contribution in the VI and as the keynote speaker at the Web Whispers. It was his clinic used for the medical portion of the VI. Wade suggested that Dr. Mitchell may be considered at a later time to be the medical advisor of IAL.

The clinics for the Buffalo meeting needed to be contacted, as well as the Speech Pathology contact, Dr. Sonnenburg. Carl spoke about Buffalo and Roswell Cancer Institute. There was not a formal agreement sealed between the clinics and the IAL, yet. Jodi agreed to contact them in writing and will work with Joe Sonnenburg and James Smaldino. The clinics were reportedly in walking distance to the hotel.

Jodi wanted online registration to provide a link for laryngectomees to use to give a medical history necessary to assess what they needed and what was feasible to treat them in the clinic. Details about how to include that in the online registration form will be explored with the webmaster.

Carl from Buffalo asked if a Friday night baseball game could be scheduled during the 2014 agenda. Susan explained that the agenda would be planned and set and then the social events would be scheduled around it. Ed Chapman thought it would have been better this year if the VI schedule had been ready by November rather than March. He encouraged that agenda be completed as soon as possible this year in advance of the 2014 IAL meeting. Susan thanked Ed for his fantastic help from start to finish for the whole Spokane meeting. Ed left the meeting at this time.

Wade said there was a new contact at the Adam's Mark Hotel in Buffalo and assured Carl that he would let Carl know more as soon as he knew more. The dates were set for June 16-23, with the AM and VI running from Wednesday, June 18-21, 2014 in Buffalo. Carl pointed out that a passport or an enhanced driver's license was necessary if anyone was going to visit Canada.

Susan asked if we could settle the registration information so it could be up and running EARLY. With the BOD's help, she updated and corrected all the forms and letters to the Vendors today. BOD agreed to raise the registration from \$90 to \$100. Wade suggested and then agreed to find a donor to provide lanyards for the nametags that would show the IAL email address and telephone number. They could be ordered by 1000 and used in many upcoming meetings.

Chuck said he would have a semi-annual financial statement. The tax returns would be completed and turned in by July 15, 2013. The Auxilliary brought in \$1900.00 and the auction at the banquet yielded \$695.00. \$1800.00 would be coming in from the student participants of the VI and \$4000.00 would be rebated by the hotel, since the guaranteed room nights were met. These monies will go back to the IAL. It was explained to Rhodney that airfare and hotel could be paid for BOD members if needed, but every effort was made for members to pay their own way. Everyone was encouraged to donate their portion back if they could.

Buffalo was announced as the venue for the IAL June 2014 meeting, and Baltimore was in the running for 2015 if Jodi approved the set up.

That information was to be kept confidential until the Buffalo meeting.

Tom asked to discuss a change in the bylaws if a person wanted to run but could not be at the annual meeting. At this time, Carl was asked to step out of the meeting. We will see him again next summer.

Susan requested the bylaws discussion be postponed until the A-V system was discussed while Jodi was still in the meeting. She asked the BOD to consider a simpler amplification system that did not require our worn out mics and soundboard. Three stand-alone systems would be needed for the IAL VI and AM. Jimmy Worden was charged with doing the research to determine exactly what was needed and reporting back to the BOD. He was also going to explore selling our present system on EBAY to recover some of the cost. Tom Lennox offered to give the BOD an in-service on how to effectively use the mics for the best results next year before the meetings begin. Jodi then asked to be excused from the meeting.

An executive session was called and Susan was asked to step out of the room. Tom said the bylaws would allow an appointment of a BOD member. However, upon closer inspection, the bylaws clearly stated that only an officer position vacated mid-year could be filled temporarily by a presidential appointment. It would not apply to members at large. Naturally, a person could run again next year.

Chuck stated that he thought the AM invocation should be limited to five minutes. The color guard along with the whole audience had to stand for a lengthy history lesson, with no prayer in sight. Chuck also pointed out that a man answered his phone and talked while Chuck was giving his annual report. He suggested an announcement be made at the beginning of every meeting for people to turn off their phones. Bob reported on the suggestion to have a Laryngectomee Rap Session during the Spouse Rap Session and everyone agreed that was a good idea.

Bob also said that Lori White from the Visitor's Bureau in Buffalo will be a great contact in planning next year's meeting. Carl may need

some help with the planning and Noel expressed his intent to help out with all aspects of the Buffalo meeting. Things to consider included the Buffalo ACS Laryngectomee Club, the EMS Community in Buffalo, the Roswell Cancer Institute, and the Sunnybrook Cancer Hospital in Toronto.

Wade asked questions about Web Whispers. He was concerned that suggestions were very specific coming from W W about how to run The IAL data base for SLPs and doctors, etc.

A suggestion was made for the BOD to all work together for the good of all the committees, rather than to split into the different committees. It was agreed to have a chair of a committee, and to delegate responsibilities, but to have a "committee of the whole" as said by Noel. A secretary was needed and bylaws state the officers must be a laryngectomee.

The executive session was closed.

Susan returned to the meeting and offered Aimee to help with the secretarial needs for this time while Terrie is sick. Susan offered Aimee and Kerri, who have been indispensable at this year's meeting, for the Buffalo meeting. She would support them, but the IAL would need to pay their expenses. Susan deduced that Aimee would be needed from Monday through Sunday in Buffalo in support of the IAL BOD and AM meetings.

The IAL Auxilliary was discussed. Laura, the new president, was asking pertinent and timely questions about the constitution and bylaws of the Auxilliary and what the monetary situation was. It was stated that the Auxilliary has a bank account and books that Terrie will need to turn over to the new board of the Auxilliary. Bob and Wade said they would help get that done when they visit with Terrie in the near future. The Auxilliary brought in \$2400 this year. Noel thought that guidelines should be created to work with the Auxilliary. Terrie's dedication to the Auxilliary and the AM was incredible and so helpful in so many different ways. Noel agreed to talk to Laura about the Auxilliary.

Wade asked about Phil Doyle's final payment. Bob will ask Phil about the updated Rescue Breathing project. Wade said we would need a contract for Jodi for \$6000 per year and it was agreed to pay her quarterly. Susan pointed out that her contract also needed to be renewed and could be exactly as it was before.

Bob introduced Ron LeClair, who helped create our website and tried to train various people to manage it. Ron was presently training Jimmy Worden and Kerri Reeves. The website was set up to add and delete clubs, members and SLPs immediately as needed. Ron said you only needed to click "new". A list serve was discussed since Web Whispers had suggested it. Also, how can we send the IAL Newsletter via email? The Vendors wanted 'banner ads' that could link to their individual websites. Charles wanted a system for the Newsletter whereby one could click on a title or picture and it would then take you to the article. Ron said a careful review the massive information load on the old website and reduce it so it is easier to manage. It did not mean erasing anything, but just laying some information to rest to better organized the more timely and important information needed now. Jimmy could be the one to add and/or reduce information.

Susan agreed to look all the information over on the website and help reduce some the outdated pieces. The needed information could be added to the new website. Ron said it would be a seamless transition from the old website to the new one. He said it was as easy as "publish or unpublish". Susan asked if we needed to hire a consultant if we were going to an online and digital Newsletter. Ron said we already had banner ads and it was a matter of determining where we wanted it to show on the page, top, side or bottom. Charles was still in favor of dropdowns. Susan asked if Jimmy could do this now, and Ron did not think so. Ron said he could look it all over and determine if it was doable or if we would need to hire a consultant. It was a long discussion and included registration online with a printable pdf file. Noel and Tom had to exit the meeting to begin their travel home.

Charles made a motion to renew the three large ads in the Newsletter for the three major advertising Vendors for the next three years. Chuck seconded the motion and it carried. That was Inhealth, Griffin, and Atos. The ads are inside front, inside back for \$900 and back half page for \$1000. The companies would systematically rotate through those three slots. The other advertisers would arranged around the text of the newsletter on the inside pages.

It was reported that Luminaud would have the next group of Neck Breather armbands produced. Wade said it should be a story for the Newsletter.

Dorothy and Tom will mail the armbands to the IAL office in San Angelo for distribution to the clubs.

Rhodney Montague was asked to introduce and tell a bit about himself. He was a retired marine and lived in Raleigh, NC and spent time doing laryngectomee speaking engagements and volunteer work. He was welcomed to the board and assured that the information would slowly become more understandable. His email is: rlmontag@yahoo.com, phone number was ; 919-522-8398, and address; 3205 Morris Circle, Raleigh, NC 27616. His wife's name was Jacqueline.

Bob adjourned the meeting at 12:10pm.

Respectfully submitted,

Candy Moltz in the absence of Terrie Hall, IAL Secretary