

INTERNATIONAL ASSOCIATION OF LARYNGECTOMEES

Box 691060
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MINUTES

MEETING OF THE BOARD OF DIRECTORS

The Hyatt Regency Woodfield Hotel, Schaumburg, IL
Saturday, July 22, 2006

I. CALL TO ORDER

President Philip Clemmons called the meeting to order in the Schaumburg Room of the Hyatt Regency Woodfield Hotel on Saturday, July 22, 2006, at 2:30 p.m. Those attending were:

Philip Clemmons
Michael Dreisbach
Carla Gress, Sc.D.
Libby Fitzgerald
Terrie Hall
Janice Hayes
Roger Jordan
Tina Long
Bob Mehrman
Caryn Melvin, Ph.D., CCC-SLP
Ian Milne
Gary Miner
Barb Nitschneider
Andres Velez

Guests

There were approximately
8 guests in attendance.

II. ROLL CALL

Secretary Barb Nitschneider called the roll and all were present at the start of the meeting except for Caryn Melvin and Tina Long who arrived later.

III. MINUTES

It was noted that the date of the Executive Report needed to be changed to March 4, 2006. A motion was then made by Roger Jordan to accept the Interim Meeting Minutes of the Board of Directors for Saturday, March 4, 2006, as amended. The motion was seconded by Terrie Hall. The Question was called for and the motion carried.

IV. APPROVAL OF STANDING RULES

A motion was made by Roger Jordan and seconded by Caryn Melvin to accept the Standing Rules. The motion carried. The secretary will e-mail a copy of these Standing Rules to all Board members.

V. VOICE INSTITUTE DIRECTOR

Roger Jordan moved that the process of renegotiation of the current contract of VI Director, Dr. Carla Gress begin. Michael Dreisbach seconded this motion. The motion carried. Caryn Melvin will chair this committee and will choose two other people who will work with her. She will notify either the President or the Secretary of her choices by Monday, July 24. The target date for completion of this process will be 30 days from today.

VI. STANDING/SPECIAL COMMITTEES

President Clemmons reviewed the committees for the newly elected Board members.

VII. COMMITTEE ASSIGNMENTS

Nominating Committee – Libby Fitzgerald, Terrie Hall, Tina Long, and Caryn Melvin were nominated to the Committee. Gary made a motion to accept these nominees and was seconded by Roger. The motion carried.

Executive Committee – Tina Long nominated Terrie Hall to serve on this committee and was seconded by Libby. Tina nominated Andres Velez to serve and was seconded by Caryn. They were elected unanimously.

President Clemmons assigned 3 tasks to each committee.

1. Each committee will develop their own Mission Statement
2. Each committee will establish 1 – 3 specific goals for the year.
3. Each committee will report these goals to the other committees.

Search Committee – This committee will identify the functions of an Executive Director and the role of volunteers so there is a clear definition of what is expected of each. The committee will meet and make a recommendation to the Board.

Tobacco Committee – It was decided that this committee will continue. There was discussion on future activities.

VIII. OLD BUSINESS

Disaster Relief Fund – After discussion it was decided that Carla Gress would send a report to the Board within 45 days.

IX NEW BUSINESS

Interim Meeting – The tentative dates for this meeting are March 8, 9, and 10, 2007.

Parliamentarian – Roger Jordan was appointed to be our parliamentarian.

Medical Advisor – Roger Jordan entertained a motion to the Chair that a Medical Advisor to the Board be a two year appointment and that this be included in the Standing Rules. The year will run from Annual Meeting to Annual Meeting. Libby Fitzgerald seconded the motion and it carried unanimously.

Roger Jordan moved that the Chair be instructed to send a nice letter to Dr. Myers thanking him for his service and wishing him well in the future. Mike Dreisbach seconded the motion and it carried unanimously.

Roger Jordan entertained a motion to the Chair that Carla Gress will contact Dr. Singer within 30 days. Libby Fitzgerald seconded the motion and it carried unanimously.

Webmaster – Libby Fitzgerald moved that we offer the webmaster job to Cheryl Conway within the next week and will then notify the Board if she has accepted the position. Roger Jordan seconded the motion and it carried unanimously.

Goals for the Coming Term – President Clemmons discussed the Board's goals for the next two years. They will include:

- The *IAL News*
- Local Clubs
- Evaluation of the Annual Meeting/Voice Institute to increase attendance

Roger Jordan moved that a special committee be formed with the purpose of supporting and expanding local clubs and putting programs together that will accomplish that mission. Janice Hayes seconded the motion and it carried.

Board Expenses – President Clemmons announced that the Executive Committee will approve all travel expenses.

Display Board – Gary Miner moved that \$1000 be allotted to him for the purchase of a display board and a cloth with our logo. Janice Hayes seconded

the motion and it carried unanimously. The deadline for completion will be in 60 days. Philip will provide a shipping case for this display board.

Laptop Repairs – Gary Miner moved that that the Executive Committee approve the cost of repairs once he gets the estimates for the two computers and the LCD's. Tina Long seconded the motion and it carried unanimously.

Dutch Helms – A motion was made to send Dutch a resolution wishing him comfort and well-being, and prayers in the coming days. Libby Fitzgerald seconded the motion and it carried unanimously.

Burlington, VT – Ninety days from now we will have a report from Burlington, VT.

Letter from Bishop - Philip read us a letter from Bishop Duncan Mbogo from Kenya, Africa, and will send us all a copy.

X. ADJOURNMENT

At 5:25 p.m. a motion was made, seconded, and carried to adjourn.

Barbara Nitschneider,
IAL Secretary