

DATE: July 27th, 2005

TIME: 6:30 p.m.

LOCATION: Medinah

Meeting Opened: 6:30 p.m.

Meeting Closed: 10:00 p.m.

Next Meeting: Next meeting will be held on Thursday September 8th, at 6:30 p.m. This meeting is a conference call.

Summary of Meeting Minutes

7/27/2005

1. The Organization has received informational DVD's from Applied Nutrition and will distribute at the annual meeting.
2. The Organization just received an order of 5 scales from Children's and 10-20 scales from Vanderbilt. We are doing well with orders since implementing this service on our web site.
3. The Financial Statements were updated and re-distributed after the interest was added to the documents. Our web site billing was changed from monthly to yearly.
4. The Organization received a template that researchers could possibly use to solicit funds. Dr. Burton could send out e-mail to researchers notifying them of the process. There was discussion on how best to present this on the organization's web site.
5. The annual meeting to-do list was reviewed and updated and the board completed the envelope stuffing of the invitations for the annual meeting. We discussed the children's program and need to review Medinah's policies for indoor activities in case of inclement weather.
6. The press has gone out in the mail and the web site has been updated with new recipes and the International PKU portal.
7. The board has received one scholarship application to date.
8. The mentoring program brochure has been finalized and will be going to the printer shortly. Lisa's goal is to have it available for the annual meeting. She will begin working on the training program after the first of the year.
9. The fundraising committee has been working with Stymack's in Hillside as a venue to the Dinner/Live Auction event. Tentative timeframe is Spring 2007.
10. A representative from Vitaflo has been working on a Bull's basketball outing for PKU teens. Her office will coordinate all the details with the clinics, pick up the cost and develop and send out the mailings. Anne and Hazel will update the board on the status of this event, slated for October.
11. The calendar of events is in the updated press. The hospitality committee will meet in October to get a head start on 2006 events. Please fill out and send in your needs assessment. Access database management will now be moved under communications. Lisa has started the directory and may need assistance.
12. A Maternal PKU Program was discussed, there is a need to have information and support available for maternal PKU. There is planning for a informational packet which the board could assist in creating.
13. The board discussed purchasing new materials for our vendor presentation table, and discussed design, colors and usage, to be finalized.

