

**International Family Nursing Association
Proposed Bylaws June 2009**

**Article I
Name**

The name of this organization shall be the International Family Nursing Association hereinafter referred to as the IFNA, or the Association.

**Article II
Mission**

The mission of the Association is to foster the individual and collective development of nurses involved in the promotion of health care to families by providing a unique international forum of shared responsibility for the advance of family nursing. The Association offers opportunities for leadership, socialization, and collegial exchange related to all aspects of family nursing.

Specifically the Association aims to:

- Promote the care of families in health and illness.
- Facilitate networking among family nurse researchers, educators and practitioners.
- Provide mechanisms for dissemination of information regarding family nursing research, education and practice.
- Advance family nursing research and foster the utilization of nursing research findings
- Encourage socialization and preparation of students for the roles of family nurse researcher, family nurse advanced practice and family nurse educator.
- Promote the allocation of resources available for family nursing development.
- Comprise a professional source of evidence, information and advocacy in health policy, and health legislation to improve the care of families.

**Article III
Membership**

Section 1. Classifications

There shall be two levels of membership: Individual and Corporate.

Section 2. Qualifications and Privileges

A. **Individual:** The qualifications and privileges for Individual members have three classifications:

1. Active members shall be Nurses (Licensed Registered Professional Nurses or Licensed Practical/Vocational Nurses or the international equivalent) or others engaged or interested in the promotion of health care for families and research with families, and shall be eligible to vote, hold office, serve on, and chair committees.

2. Associate members shall be any student enrolled in an accredited educational program. Associate members shall be excluded from holding office, but may vote and/or serve on committees.

3. Affiliate members are persons affiliated with the health care field who support the goals of IFNA but do not meet the requirements for another category of membership. Affiliate members

shall be eligible to vote, hold elected office and serve on any committee at the Chapter level. Affiliate members are not eligible to vote or run for any elected office at the International level, but may serve on International level committees.

B. Corporate members shall be organizations, corporations, or individuals interested in supporting the mission of the Association. Corporate members shall be excluded from voting, holding office and serving on committees.

Section 3. Dues

A. Membership dues shall be determined by the Board of Directors. A dues increase of more than ten percent (10%) of current dues for Individual, Associate, Affiliate or Corporate members must be approved by a simple majority of the membership voting by a mail or email ballot. Individual members are eligible for reduced dues if they are Associate Members or retired.

B. INFA is committed to the development of scholarship and professional excellence for members globally. To ensure this development, the association believes in active involvement of members in an economically equitable manner. Accordingly, dues categories are based on the GNI per capita of the country in which the member resides as defined by World Bank Basic Indicators table (at end of document). This sliding scale is anchored in the World Bank classifications based on per capita income.

C. All dues paid, either by individual or corporate members, will be calculated in U.S. currency.

D. This policy will be evaluated biennially by the INFA Board of Directors as to financial implications for the organization and effectiveness of the policy for achieving an economically equitable dues structure.

Section 4. Termination

A. If the dues of any member are not received sixty (60) days after the membership expiration date, that membership shall automatically terminate on the sixtieth (60th) day.

B. If a member does not abide by the Association bylaws, or engages in activities which may place the Association in legal or professional jeopardy, or knowingly misuses Association property or assets, the Board of Directors may terminate that membership by a 2/3 (two-thirds) vote of the entire Board. No such action shall be taken until the member is advised of the specific charges, given a reasonable time to prepare a response, and afforded a full hearing before the Board of Directors.

Article IV Officers and Directors

Section 1. Composition

Officers and Directors shall be President, President-elect, Secretary and Treasurer. There shall be six (6) Directors.

Section 2. Eligibility

Officers and Directors eligible to serve at the International level shall have been voting members for two years immediately prior to assuming office.

- A. Directors shall have served at least two years on IFNA committees, task forces, editorial boards, interest groups, and/or as a voting member of a local chapter Board of Directors.
- B. The President-elect shall have served at least one term on the IFNA Board of Directors or as a committee member, task force leader, editor, and/or as a local Chapter President.
- C. Each election cycle, nominated Officers and Directors must represent at least three countries.

Section 3. Term of Office

- A. The term of office shall begin at the close of the Business Meeting in the year of election.
- B. An individual may not hold more than one elected or appointed office at the same time.
- C. The Secretary, Treasurer and Directors shall serve a two (2) year term or until their successors are elected. One-half of the total number of Directors shall be elected in even years and one-half in odd years. The positions of Secretary and Treasurer will likewise be elected in alternating years.
- D. The President shall serve a term of two (2) years or until election of officers.
- E. The President-elect shall serve in that office for a two (2)-year term and then shall become President for a two (2)-year term. The President-elect shall be elected in odd numbered years.
- F. The President and President-elect shall not be a candidate for any Association office while serving in their respective offices. Other officers and Directors shall not be candidates for another elected position until the expiration of their present term, unless the term expires at the next annual meeting.
- G. No person can serve more than eight (8) consecutive years on the Board.

Section 4. Duties

Officers and Directors shall perform those duties prescribed by the law, the Articles of Incorporation, and these bylaws.

Section 5. Vacancies

- A. In the event a vacancy occurs in the office of the President, the President-elect shall automatically succeed to the presidency, shall complete the unexpired term, and then shall serve the two-year term as President for which he or she was elected. The Board of Directors shall elect a President-elect Pro Tem to serve until the next scheduled odd year election.
- B. Should a vacancy occur simultaneously in the offices of President and President-elect, the Board of Directors shall elect a President Pro Tem, until the next scheduled balloting, at which time a President and a President-elect shall be elected for terms of an appropriate length to adhere to the schedule of the President-elect being elected for a two (2)-year term in the odd numbered years.

Article V Membership Meetings

Section 1. Business Meeting

A business meeting of the membership shall be held every other year at a time and place determined by the Board of Directors.

Section 2. Special Meetings

Special meetings of the membership may be called at any time by a majority of the Board of Directors, or upon written request of 25% (twenty-five per cent) of voting members.

Section 3. Notice

Written notice of the Business Meeting shall be mailed or emailed to all members at least ninety (90) days prior to the meeting. Written notice of special meetings shall be emailed to all voting members at least twenty (20) days prior to the meeting.

Section 4. Quorum

Members present and voting shall constitute a quorum.

Article VI Board of Directors

Section 1. Composition

The Board of Directors shall be composed of the elected or duly appointed Officers and Directors.

Section 2. Duties

The Board of Directors shall manage the business and affairs of IFNA.

Section 3. Meetings

- A. Meetings shall be held at such time and place as the Board of Directors determine.
- B. Business requiring action by the Board of Directors may be conducted by mail or other media. Such action shall be subject to ratification at the next regular meeting of the Board of Directors.
- C. Special meetings may be called by the President or upon written request of five (5) Board members.

Section 4. Notice

Notice of any such meeting shall be given to each officer and director.

Section 5. Quorum

Six (6) members of the Board of Directors, one of whom must be an officer, shall constitute a quorum for the transaction of business.

Section 6. Removal from Office.

Any Director or Officer, regardless of the manner of election or appointment, may be removed by the Board of Directors upon two-thirds affirmative vote of the entire Board then in office whenever, in its judgment, the best interests of IFNA would be served thereby. The Director or officer removed shall be given notice of said meeting and given an opportunity to be heard.

Article VII Committees

Section 1. Standing & Special Committees

Unless specified otherwise in these bylaws, all standing and special committees shall be appointed by the Board of Directors.

Section 2. Nominating Committee

The Nominating Committee shall be composed of five (5) elected members.

- A. The person receiving the highest number of votes shall chair the committee in the second year of that member's term.
- B. To be eligible to serve on the Nominating Committee, individuals shall have been voting members of IFNA at the International level for two (2) years immediately prior to committee membership. A Nominating Committee member shall not be a candidate for any elected position during his/her term of office. Current members of the Board of Directors shall not serve on the nominating committee.
- C. The term of office shall be two years, with sixty percent (60%) of the total number of committee members elected in even years and forty percent (40%) in odd years.
- D. Duties and Responsibilities
 1. The Nominating Committee shall prepare and submit to each voting member a ballot with at least one nominee for each elected office in IFNA.
 2. Validation of current membership and confidentiality of voting shall be components of the ballot protocol.
 3. Unless stated otherwise in these bylaws, all rules and procedures for the conduct of the nominations and elections shall be recommended by the Nominating Committee and approved by the Board of Directors.
 4. The candidate receiving the highest number of votes for each elected office shall be declared elected.
 5. Tie votes shall be broken by lot.
 6. The Nominating Committee shall oversee the election procedures.
 7. Vacancies on this committee shall be filled by appointment by the Chairperson of the Nominating Committee until the next scheduled election.

Section 3: Conference Committee

A. The Conference Committee shall be appointed by the Board of Directors for a two year term or until their successors are appointed.

B. Duties and Responsibilities:

1. In consultation with the Board of Directors, the Conference Committee will plan all aspects of the Conference program including call for proposals, review of submissions, organizing the program and speakers.
2. In consultation with the host community (local program representatives) the Conference Committee will plan all social activities associated with the conference including banquets, special events, trips and tours.
3. The Conference Committee will advise the Board of Directors about the availability and appropriateness of various pre- and post-conference programs and activities.

Section 4: Bylaws Committee

- A. The Bylaws Committee shall be appointed by the Board of Directors for a two year term or until their successors are appointed.
- B. Duties and Responsibilities:
 - 1. Initiates a call for proposed bylaws amendments and resolutions for the Bi-Annual Meeting. Receives or initiates proposed IFNA bylaws amendments and resolutions.
 - 2. Develops model chapter bylaws for conformity with IFNA bylaws and disseminates as needed.
 - 3. Reviews chapters' bylaws for conformity with IFNA bylaws.
 - 4. Reports its recommendations to the Board of Directors and the membership.
 - 5. Prepares proposed bylaws revisions for review by the Board of Directors and the membership in accordance with required procedure as outlined in these bylaws.

Article VIII Constituencies

Section 1. Chapters

Groups of ten (10) or more active IFNA members may petition for a Chapter Charter. Charters shall be approved and awarded by the Board of Directors. Chapters shall fulfill the purposes of IFNA at the local level. The structure and functions of chapters shall be consistent with the bylaws, policies and procedures of IFNA. Chapter bylaws shall be reviewed by IFNA's Bylaws Committee to validate congruency between chapter bylaws and IFNA's bylaws. New or existing National or Regional Organizations of Family Nursing may petition for Chapter Charter membership.

Section 2. Councils

- A. The Board of Directors may establish councils as deemed necessary or desirable to carry out the mission of the Association. At minimum, Councils for Education, Practice and Research will be established.
- B. The composition, powers, rules, regulations and financial affairs of these councils shall be submitted by the council and approved by the Board of Directors.

Article IX Indemnification

Directors and officers of the Association shall be indemnified as of right to the fullest extent now or hereafter permitted by law in connection with any actual or threatened civil, criminal, administrative or investigative action, suit or proceeding (whether brought in the name of the Association or otherwise) arising out of their service to the Association or to another organization at the Association's request. Persons who are not Directors or officers of the Association may be similarly indemnified in respect of such service to the extent authorized at any time by the Board of Directors. IFNA may maintain insurance to protect itself and any such Director, officer or other person against any liability, cost or expense incurred in connection with any such action, suit or proceedings.

Article X Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised, shall govern IFNA except in cases specified by these bylaws, standing rules or special rules of order adopted by the members.

Article XI Amendments

Section 1. Proposal

Proposed amendments can be presented to the Bylaws Committee by the Board of Directors, a committee, a chapter, or any member of IFNA.

Section 2. Voting

All members will be notified of proposed bylaws amendments prior to the Bi-Annual Meeting. During the Bi-Annual Meeting a Public Forum will be held to discuss the proposed amendments. After the Annual Meeting, a ballot containing the proposed bylaws amendments shall be provided by mail or email to all active members in good standing. The ballot will contain the exact wording of the proposed amendment and the deadline for returning the ballot. Validation of current membership and confidentiality of voting shall be components of the ballot protocol.

Section 3. Effective Date

Amendments which have been approved by a majority vote of the members voting shall become effective the first day of the month following the ballot deadline vote.

Appendix

International Family Nursing Association--Proposed Dues Structure

During initial year of IFNA (August 1 2009 to August 1 2010) members have two options for membership:

Founding Member: Dues \$250 USD

Individual Member: Dues \$100 USD

A sliding scale is to be used for **individual membership** dues based on World Bank Classification. Membership dues are calculated as follows:

High income country residents – 100% of base

Middle income country residents - 50% of base

Low income country resident - 25% of base

Examples: Residents of Norway would pay \$100 USD for an individual membership.

Residents of Peru would pay \$50 USD for an individual membership.

Residents of Malawi would pay \$25 USD for an individual membership.

World Bank Country Categories by Income LOW

Afghanistan	Côte d'Ivoire	Kyrgyz Republic	Niger	Somalia
Bangladesh	Eritrea	Lao PDR	Nigeria	Tajikistan
Benin	Ethiopia	Liberia	Pakistan	Tanzania
Burkina Faso	Gambia, The	Madagascar	Papua New Guinea	Togo
Burundi	Ghana	Malawi	Rwanda	Uganda
Cambodia	Guinea	Mali	São Tomé & Príncipe	Uzbekistan
Central African Rep.	Guinea-Bissau	Mauritania	Senegal	Vietnam
Chad	Haiti	Mozambique	Sierra Leone	Yemen, Rep.
Comoros	Kenya	Myanmar	Solomon Islands	Zambia
Congo, Dem. Rep.	Korea, Dem. Rep.	Nepal		Zimbabwe

MIDDLE

Albania	Congo, Rep.	Iran, Islamic Rep.	Moldova	St. Lucia
Algeria	Costa Rica	Iraq	Mongolia	St. Vincent & the Grenadines
American Samoa	Croatia	Jamaica	Montenegro	Sudan
Angola	Cuba	Jordan	Morocco	Suriname
Argentina	Djibouti	Kazakhstan	Namibia	Swaziland
Armenia	Dominica	Kiribati	Nicaragua	Syrian Arab Republic
Azerbaijan	Dominican Republic	Latvia	Palau	Thailand
Belarus	Ecuador	Lebanon	Panama	Timor-Leste
Belize	Egypt, Arab Rep.	Lesotho	Paraguay	Tonga
Bhutan	El Salvador	Libya	Peru	Tunisia
Bolivia	Fiji	Lithuania	Philippines	Turkey
Bosnia & Herzegovina	Gabon	Macedonia, FYR	Poland	Turkmenistan
Botswana	Georgia	Malaysia	Romania	Ukraine
Brazil	Grenada	Maldives	Russian Federation	Uruguay
Bulgaria	Guatemala	Marshall Islands	Samoa	Vanuatu
Cameroon	Guyana	Mauritius	Serbia	Venezuela, RB
Cape Verde	Honduras	Mayotte	Seychelles	West Bank & Gaza
Chile	India	Mexico	South Africa	
China	Indonesia	Micronesia, Fed. Sts.	Sri Lanka	
Colombia			St. Kitts & Nevis	

HIGH

Andorra	Channel Islands	Iceland	Monaco	Slovak Rep.
Antigua & Barbuda	Cyprus	Ireland	Netherlands	Slovenia
Aruba	Czech Republic	Isle of Man	Netherlands Antilles	Spain
Australia	Denmark	Israel	New Caledonia	Sweden
Austria	Estonia	Italy	New Zealand	Switzerland
Bahamas, The	Faeroe Islands	Japan	Northern Mariana Islands	Taiwan*
Bahrain	Finland	Korea, Rep.	Norway	Trinidad & Tobago
Barbados	France	Kuwait	Oman	United Arab Emirates
Belgium	French Polynesia	Liechtenstein	Portugal	United Kingdom
Bermuda	Germany	Luxembourg	Puerto Rico	United States
Brunei Darussalam	Greece	Macao, China	Qatar	Virgin Islands (U.S.)
Canada	Greenland	Malta	San Marino	
Cayman Islands	Guam		Saudi Arabia	
	Hong Kong, China		Singapore	
	Hungary			

Definitions of groups These tables classify all World Bank member countries (185), and all other economies with populations of more than 30,000 (209 total).. *Income group*: Economies are divided according to 2007 GNI per capita, calculated using the World Bank [Atlas method](#). The groups are: [low income](#), \$935 or less; [lower middle income](#), \$936 - \$3,705; [upper middle income](#), \$3,706 - \$11,455; and [high income](#), \$11,456 or more

