

<b>ATTENDEES</b>	Kit Chesla, Sandra Eggenberger, Laurie Gottlieb, Kathy Knafl, Jane Lassetter, Birte Ostergaard, Carole Robinson, Veronica Swallow Staff: Beth Kassalen, Debbie Zaparoni Unable to Attend: Regina Bouso, Naohiro Hohashi, Cristina Garcia-Vivar
<b>GUESTS</b>	
<b>MINUTES PREPARED BY</b>	Sandra Eggenberger, Secretary

**Agenda topics****APPROVAL of MINUTES**

<b>DISCUSSION</b>	IFNA BOD Minutes 9/08/16 approved as amended.		
<b>FOLLOW-UP</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**FINANCIAL BOARD REPORT**

<b>DISCUSSION</b>	Kathy Knafl (KK) reported current total assets are about 5K more than last month. New conference sponsorship contributions continue (6K total). Research Advancement Committee (RAC) is moving into the “intense” phase of their sponsorship campaign. To date, IFNA membership dues are increasing. There is a decrease in the deficit amount from last month – continuing the trend from last month.  VAT recovery has become a visible line item in the IFNA organization budget.		
<b>FOLLOW-UP</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**BYLAW UPDATE**

<b>DISCUSSION</b>	Bylaws are in the process of being revised and will be distributed to Board of Directors (BOD) before the November meeting. The BOD plans to review and make a decision about endorsement of the changes with plans for IFNA membership to then review and vote on bylaw revisions in June.		
<b>FOLLOW-UP</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**RESOURCE ADVANCEMENT COMMITTEE**

<b>DISCUSSION</b>	Resource Advancement Committee (RAC) has set their short and long term goals. RAC has been diligently moving forward with creating sustainable processes that will support the conference and the overall organization. The RAC expanded committee is now meeting and includes members from eight countries (Brazil, Denmark, England, Finland, Japan Portugal, Spain, USA). The last meeting focused on discussion of an Infogram for distribution to individuals (RAC members, others active in IFNA).. At this point RAC is giving priority to SONs from whom we have received sponsorship in the past or have IFNA members on their faculty. The Infogram includes the “IFNA Reach” statistics posted on IFNA website and is accompanied by the exhibitor prospectus and the IFNA position statements on Practice and Education. In addition to generating sponsorship, committee members hope that this approach will further awareness of IFNA’s contributions to nursing and our global reach. Suzanne Feetham has initiated discussion with several nursing organizations (NCSBN, STT) about possible sponsorship. Linda Young will be promoting IFNA and the conference at an upcoming Dean’s meeting. The next meeting of the RAC is October 24th.  RAC Co-Chairs met with Executive IFNA BOD. Productive meeting to share RAC goals related to the conference
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	and sustaining the IFNA organization.  The BOD asks the RAC to explore options related to ongoing school/faculty and corporate investment in IFNA that will extend beyond conference sponsorship.		
<b>FOLLOW-UP</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
KK will explore options with RAC.		KK	

#### **NOMINATION COMMITTEE**

<b>DISCUSSION</b>	Sandra Eggenberger (SE) indicated nomination committee's plans to meet to address their initiatives related to the strategic plan and nomination processes.		
<b>FOLLOW-UP</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
SE will initiate discussion with nomination committee about next meeting date.		SE	

#### **MEMBERSHIP COMMITTEE**

<b>DISCUSSION</b>	Next meeting is October 17, 2016.		
<b>FOLLOW-UP</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

#### **EDUCATION COMMITTEE**

<b>DISCUSSION</b>	<p>Plans are underway to offer a second webinar by Dr. Colleen Royle focused on simulation, December 1<sup>st</sup>, 2016. The BOD expresses appreciation to the presenter and to the Education Committee for their hard work in offering webinars and CE offerings. Sandra Eggenberger (SE) will ask the committee to consider a plan to evaluate the outcomes of the recent proposal to offer free webinars to IFNA members.</p> <p>Donna Miles Curry, Jane Karpa, Norma Krumwiede, Kristin Lutz are working on the Graduate Level Education Position Statement. The document is circulating to international graduate educators for feedback and will be soon presented to the board for further consideration.</p> <p>The education committee was recognized for their significant work in providing webinars and multiple other education activities.</p>		
<b>FOLLOW-UP</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

#### **2017 CONFERENCE**

<b>DISCUSSION</b>	<p>Jane Lassetter (JL) reported that plans for the IFNC13 in Pamplona, Spain June 14 – 17, 2017 continue. Invitations to preconference and expert lecturers have been made. Numerous excellent and exciting applications were received for preconference and expert lectures. The extended deadline for oral and poster abstract submission ends today. Kit Chesla (KC) discussed the possibilities of offering opportunities for "Late-Breaking Findings" session that could allow for abstract submissions in spring. JL will share this idea with the conference planning committee who will make a decision about feasibility. If planning committee views this as a viable option for 2017, Kit Chesla, Kathy Knafl, and Carole Robinson offered to review submissions for sessions or posters.</p> <p>Future conferences will investigate alternative methods for submission of preconference and expert lectures.</p>		
		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
JL will further discuss ideas related to providing late-breaking findings with conference planning committee. DZ will explore alternative ways of submitting preconference and expert lectures applications.		JL DZ	

## RESEARCH COMMITTEE

<b>DISCUSSION</b>	<p>B. Oestergaard reported research committee has multiple initiatives moving forward:</p> <ul style="list-style-type: none"> <li>• The instrument subcommittee is working on gathering measurement resources for family functioning.</li> <li>• The newsletter subcommittee is working to find researchers to highlight in the newsletter.</li> <li>• The subcommittee on international collaboration continues to work on defining family nursing with a global focus; an abstract has been submitted and manuscript is being prepared.</li> <li>• The committee is preparing guidelines for identification of 5 research clusters, which can be offered for the members to join and work within. The committee will seek input and permission from the Board. A discussion of webinars related to international funding and family interviews is being planned. Research committee will work with education committee on these educational plans.</li> </ul> <p>BOD commends Research committee excellent work.</p>	
<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## PRACTICE COMMITTEE

<b>DISCUSSION</b>	<p>Kit Chesla reported the practice committee has multiple initiatives moving forward:</p> <ul style="list-style-type: none"> <li>• A subcommittee is working on strategic plan implementation related to practice.</li> <li>• A certificate in family nursing has been discussed. The committee is encouraged to review the Canadian Nurses Association (CNA) processes for specialty certification as one possible way forward.</li> <li>• The subcommittee working on measuring of competencies in family nursing continues.</li> <li>• A draft of advanced practice competencies has been distributed for expert feedback.</li> </ul> <p>Kathy Anderson has called together chairs of IFNA committee to discuss ways to advance family nursing globally. Carole Robinson (CR) suggested this meeting also address strategies to respond to survey data and how their committee directions overlap. CR will guide a discussion of the membership survey data at this meeting. This seems like an expeditious way to address membership survey data, strategic plan, and future directions. The BOD recognizes the significant work being conducted by the committees and wants to support continued efforts so the committees can share their strategies for addressing the priority themes and directions suggested in the membership survey data.</p> <p>The BOD praises Practice Committee excellent work.</p>	
<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
KC will recommend the practice committee examine CNA certificate processes. Practice and education committee will collaborate on future webinar offerings. Chairs meeting to address membership survey data and strategic planning as well as brainstorm ways to promote Family Nursing globally.	KC CR	

## 14<sup>th</sup> International Family Nursing Conference (2019)

<b>DISCUSSION</b>	A site in North American site for IFNC14 (2019) continues to be the current direction. Multiple sites continue to be explored.	
<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
BK will now seek additional quotes from alternative cities.	BK	

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**COMMUNICATION**

<b>DISCUSSION</b>	<p>Multiple communication actions continue: WebDesign, IFNA metrics, IFNA Infographics, IFNA listserv, YouTube, Twitterchats, Blog posts,</p> <p>Consultation with a Digital Media and Communication Specialist continues to be explored. A budget proposal from the communication committee for this consultation will be presented to the BOD in near future. BOD recognizes the significant work of communications in our mission and organization.</p> <p>The significant work of the Communication Committee continues to be recognized by the BOD.</p>
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**Updates**

<b>DISCUSSION</b>	<p>DZ has experienced technical difficulties with electronic communication. The membership will be notified of technology issues. DZ communicated with committee chairs and is carefully monitoring the situation.</p> <p>The BOD continues to recognize the significant and quality work of IFNA members---It is extraordinary to have the opportunity to work with these incredible committees and members. IFNA members deserve much praise and recognition for their significant energy and time devoted to IFNA mission.</p>
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
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<b>DISCUSSION</b>	The following agenda Items need follow-up at next meeting.
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<p>Next Meeting</p> <ul style="list-style-type: none"> <li>• Committee Reports</li> <li>• Communication Specialist Consultation Update</li> <li>• IFNC14 (2019)</li> <li>• Report on Chair/Co-Chairs Meeting</li> </ul>		