

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

**Agenda topics**

**APPROVAL of MINUTES**

<b>DISCUSSION</b>	IFNA BOD Minutes 04/11/17 approved.
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**FINANCIAL BOARD REPORT**

<b>DISCUSSION</b>	<p><b>Treasurer Report</b> Kathy Knafl (KK) reported a positive financial report with more assets than last year; however, substantial conference costs are anticipated in near future. We are generating additional funds through conference registration and the Honor a Family Nurse (HFN) program. An increase in membership dues is noted, with the increase tied to accepted conference abstracts. The initial budget estimates for the conference (estimated with no sponsorship income) indicated a net loss with 350 paying registrants. Therefore, in spite of a healthy financial report the Board remains alert.</p> <p><b>Resource Advancement</b> Although not all the committed support has been received, we have 39.5 in sponsorship commitments. The RAC team was especially delighted by a surprise 5K donation from Children’s National Medical Center. Appreciation to Suzanne Feetham for significant efforts to make this donation a reality. Current efforts are focusing on the HFN program. To date we have received 85 submissions (8.5K in addition to the sponsorship mentioned above). Our goal is 100 submissions, so we are hopeful that we will achieve that. Although most submissions come from the US, submissions also have been received from Spain, Japan, Taiwan, Canada, and the United Kingdom. Linda Young contacted all US deans with faculty presenting at the 13th IFNC highlighting their faculty’s participation and offering them the opportunity to honor their faculty. Carole Robinson offered to contact Canadian deans/directors, and RAC members representing other countries are contacting their deans and directors. There was some initial discussion at the April meeting about extending the HFN program beyond the conference, since it has been quite well-received.</p>
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**13<sup>th</sup> International Family Nursing Conference in Pamplona, Spain**

<b>DISCUSSION</b>	Conference planning continues. The number of registrants is 299 which indicate registration goal is not yet met. A number of authors of accepted abstracts have not yet registered for the conference. Email communication has been distributed to encourage these presenters to register. Discussion ensued regarding expectations related to registrations and accepted abstracts. Conference planning committee has dedicated extensive time to arrange time for committee meetings, dean/executive gatherings and numerous other groups. The board expresses ongoing appreciation for Debbie Zaparoni’s tireless work to this end.
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	<p>Kathy Knafl will communicate with Marcia Van Riper who is now in Spain about possible ways to encourage participation. Other board members will also address registration with colleagues. Conference committee will further explore measures to increase registrants.</p> <p>An illness situation has altered plans for closing keynote speaker Dr. Linda Shields. Although her willingness to proceed with an electronic presentation was appreciated the planning committee supports efforts for her to regain health and expressed concerns with possible technology barriers. Therefore, moved forward the planning committee asked Janet Deatrck to provide the closing address. JD has agreed and Kathy Knafl will introduce JD. The planning committee and Board express appreciation for efforts of all to address this concern.</p>
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
KK will speak with Marcia Van Riper. Board members will encourage colleagues and presenters to register		

**14<sup>th</sup> INTERNATIONAL FAMILY NURSING CONFERENCE (2019)**

<b>DISCUSSION</b>	<p>The location for 2019 International Family Nursing Conference remains a topic of discussion. The earlier plan was a location in North America, such as Orlando, Florida to create a destination with family activities. Budgetary factors were influencing the focus on North America for IFNC (2019). However, when concerns with global travel emerged in the United States discussion occurred about possible other North American sites, such as Montreal and Vancouver. The board continues to express uncertainty about the direction of United States or Canada. A decision was made to involve the membership in the decision. This will be further discussed with membership and at upcoming IFNC and board meetings.</p>
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
DZ will check with Wendy Looman whether or not a polling option exists within guidebook so that participants could communicate their thoughts. Janet Lassetter will prepare an agenda item at the business meeting to address this issue in a positive and engaging manner.	DZ JL	IFNC (2017)

**MEMBERSHIP**

<b>DISCUSSION</b>	<p><b>Membership Committee Report</b> Committee working on creating and producing membership drive bookmarks for IFNC. Committee would like to show a membership drive powerpoint slide at beginning and end of keynote along with an announcement. Explored possibilities related to sharing table space and identifying members while at conference to answer questions. Possible bullet points for why joining IFNA is important to be put on back of bookmark.</p> <ol style="list-style-type: none"> <li>1. Building a global community dedicated to FN</li> <li>2. Connecting with experts in FN</li> <li>3. Accessing free webinars</li> </ol> <p>Committee members met with communication committee to further refine plans. Ideas for a limited membership drive included:</p> <ol style="list-style-type: none"> <li>1. Starting the drive from June to Oct</li> <li>2. Develop one PPT slide for the scrolling play during major keynote at the conference</li> <li>3. Janice Bell from communications committee will assist with URL link for announcements from the membership</li> <li>4. For the Limited Membership Drive, we can use all the media channels that IFNA provides to make announcement—including IFNA website (URL link), newsletter, twitter, Listserv etc. Membership committee needs to develop announcement materials for posting</li> <li>5. We will NOT develop bookmark for the membership drive; rather develop general IFNA information to recruit members in business card size. Business card size promotion materials can be given to members to recruit new members or to disseminate information about IFNA.</li> </ol> <p>Summary prepared by Jyu-Lin Chen</p>
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<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
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## AWARDS

<b>DISCUSSION</b>	The Awards Committee has identified 2017 IFNA Awards. Award letters have been sent and awards ceremony is currently being planned. Official announcement to the greater IFNA membership will occur at the awards ceremony in Spain. Board expresses appreciation to the Awards committee.		
<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

## EDUCATION

<b>DISCUSSION</b>	<p>The Education Committee is moving forward with plans for webinars.</p> <p>Part 1: State of the Science of Family Interviewing in Research, Education, &amp; Practice: Through the Eyes of the Individual (Speakers: Kathy Knafl and Marcia van Riper; May 25, 2017)</p> <p>Part 2 State of the Science of Family in Research, Education, &amp; Practice: A Collective Family Perspective (Speakers: Sandra Eggenberger and Sonja Meiers; September 18-22, 2017)</p> <p>Part 3: State of the Science of Family Interviewing in Research, Education, &amp; Practice: A Global Perspective (Speakers and Time: TBD)</p> <p>Teaching Resource subcommittee continues to work on sharing resources</p> <p>The continued work on the Graduate Education Position statement is appreciated and recognized. Latest version of the Graduate Level Position Statement is being submitted to the general membership for input.</p> <p>Position statement dissemination continues in a variety of venues.</p>		
<b>FOLLOW-UP</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

## RESEARCH

Discussion	<p>Measurement Subcommittee</p> <p>Marcia Van Riper sent out a reminder and current response is about 86 surveys representing 19 countries and 16 different languages. Results will be presented at the research meeting in Spain. Future issues for measurements could be about qualitative measures.</p> <p>International Research Collaboration Subcommittee</p> <p>Family Nursing Survey</p> <p>Analysis of data and presentation regarding defining Family Nursing Survey Podium Presentation in Spain is ongoing.</p> <p>Adult Illness Research Cluster</p> <p>Sandra Eggenberger (SE) has convened the family care in critical illness group (Petra Brysiewicz Marion Mitchell, and Wendi Smith). The commitment to the family care in adult acute illness is evident with plans to meet again at IFNC. SE will seek additional information and dialogue with chairperson..</p> <p>Webinar Subcommittee</p> <p>Webinar planning related to family interview methods for family research continues. See education minutes. The board expresses appreciation for ongoing work of education and research committee in providing webinars and educational opportunities.</p> <p>Position Statements and Country Liaison</p> <p>The distribution of position statements and need for more country liaisons to distribute was noted. Discussion with the board about how to strengthen their engagement and expand their role is needed.</p> <p>Website Development Subcommittee</p>		
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	Still seeking leadership. Marcia will ask one of her students whether she will be interested – we need somebody from outside to have a critical look at it.
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	PERSON RESPONSIBLE	DEADLINE
Increased Country Liaison involvement Discussion	JL	

**PRACTICE**

DISCUSSION	<p>Board continues to discuss the International Family Nursing Association Position Statement on Advanced Practice Competencies for Family Nursing. Particular feedback and questions from IFNA members were reviewed. The board continues to express appreciation for the committee’s work and continued efforts to make changes and revisions in the document. The unique nature of practice in settings and global differences in practice appear to be a complex factor in developing this position statement. Variability in education, expectations, and knowledge application in family nursing and advanced practice for family nursing continued to stimulate much discussion among board members. The difference in understandings of advanced practice language continues to be a topic. Appears to the board that further discussion of generalist and specialist practice is needed. The understandings of advanced competencies not being linked to graduate education may also need further clarification and dialogue. Further development with a table or format that clearly identifies the expected competencies in generalist and advanced practice appears to be needed. It appears that advantages and disadvantages of IFNA assuming this direction for advanced practice need to be more fully articulated. The Board suggests continued dialogue among committees, members, and the board. The Board continues to see the evolving and formative nature of this document.</p> <p>The Board recommends:</p> <ul style="list-style-type: none"> <li>• Continued dialogue at IFNC</li> <li>• Continued conversation of the practice committee with IFNA members</li> <li>• Continued articulation of generalist and advanced practice competencies</li> <li>• Additional conversation among the Education and Practice Committee</li> <li>• Further exploration of the implications of this direction for advanced practice understandings</li> </ul>
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FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Kit Chesla will share the Board’s current thinking with the Practice Committee.	KC	

**NOMINATION**

DISCUSSION	<p>A special thank you to the Nominating Committee members: <i>Dr. Akiko Araki, Dr. Jyu-Lin Chen, Dr. Kiyoko Kamibepu, Dr. Marion Mitchell, Dr. Lisa Whitehead and IFNA Board Liaison, Dr. Sandra Eggenberger.</i> Once again, they put together a strong and diverse slate of candidates for this year’s election process. Below are the election results. It is with sincere appreciation that these IFNA Members are willing to take on this important role within the organization. Congratulations are extended to the elected officials with plans to recognize and welcome each of them at IFNC.</p> <p><u>President-Elect</u> <i>Dr. Sonja Meiers, (USA)</i></p> <p><u>Treasurer</u> <i>Dr. Kathleen A. Knafl, (USA)</i></p> <p><u>Directors</u> <i>Dr. June Horowitz, (USA)</i> <i>Dr. Wendy Looman, (USA)</i> <i>Dr. Birte Oestergaard, (Denmark)</i></p> <p><u>Nominating Committee</u> <i>Dr. Kristen Abbott-Anderson, (USA)</i> <i>Dr. Jyu-Lin Chen, (USA)</i></p>
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FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
	KC	

**Chapter Charter Application: UK and Ireland Chapter**

DISCUSSION	The United Kingdom and Ireland chapter planning continues. Veronica Swallow shared an update on arranging the next steps of chapter organization. Beth Kassalen continues to be the liaison between IFNA and the chapter. The Board appreciates the ongoing information. .	
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FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Next Meeting <ul style="list-style-type: none"> <li>• Committee Reports</li> <li>• International Family Nursing Conference 2019 Location</li> <li>• Advanced Practice Position Statement and Competencies</li> </ul>		