

IFNA Board of Directors

MINUTES

MARCH 14, 2019

CONFERENCE CALL

ATTENDEES	Kathy Knafl, Sandra Eggenberger, Jane Lassetter, Sonja Meiers, June Horowitz, Wendy Looman, Marie Louise Luttk, Veronica Swallow, Birte Ostergaard Staff: Debbie Zaparoni and Beth Kassalen Unable to Attend: Cristina Garcia-Vivar, Carole Robinson
GUESTS	
MINUTES BY	Sandra Eggenberger

Agenda TOPICS

APPROVAL of MINUTES

DISCUSSION	February IFNA Board of Directors (BoD) minutes were approved.		
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE	

UPDATES AND NEWS

DISCUSSION	Kathy Knafl reported on the US National Institute of Nursing Research (NINR) research roundtable that recently focused on directions to promote research. KK reported IFNA’s aims and structure are targeting research. At times, other organizations appear to focus on either education, practice, or research; whereas, IFNA’s focus on all of them and our committee structure is advantageous.		
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE	

FINANCIAL REPORT

DISCUSSION	IFNA Financial status is healthy. IFNA assets are increasing. Membership dues are increasing. In 2019 income is exceeding expenses. Sponsorships are committed and coming to IFNC14. Major income source is IFNC. The VAT recovery from IFNC13 in Spain is close to being returned to general operating budget. Financial report approved.		
FOLLOW-UP			

DISCUSSION	RESOURCE ADVANCEMENT Communication with National Council of Family Relations (NCFR) has occurred. Even though an exhibit is not possible since NCFR does not do exhibits; a sponsorship option is being explored. NCFR wants to increase collaboration (eg. Communication, education).		
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FOLLOW-UP		
SE will follow up with NCFR about sponsorship.		

COMMUNICATIONS with ORGANIZATIONS

DISCUSSION	<p>The processes of communication with other national and international organizations were explored; such as committees, board, President. Practice committee is asking for clear direction on the processes of communication of IFNA with national organizations.</p> <p>Executive board members have made contact with AACN who plans to further explore IFNA position statements.</p> <p>Resource Advancement has also been working on generating visibility of IFNA with other national organizations.</p> <p>The need for coordination of IFNA efforts to increase visibility and disseminate position statements was identified. Dissemination and uptake of position statements were discussed. Ideas of having a policy committee in future were explored. Differences in policy and position statements were noted. Some board members expressed ideas that committees disseminate while President addresses topics at organizational level.</p> <p>Consensus on the suggested process: Committees would communicate their discussion points related to other organizations with Board. Board then provides additional input with a decision about actions.</p>	
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Committees will send their ideas, action plans, discussion points and national organizations to the Board. Board and committee identify directions. JL will communicate the process with the Practice Committee and Education Committee chairs.	JL	

BYLAWS

DISCUSSION	Bylaws are being distributed to the members for open comment.	
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
DZ is sending bylaws and changes proposed to membership.		

AWARDS COMMITTEE

DISCUSSION	Nominations for awards have been reviewed. Award decisions will be disseminated in the next week. Notifications are being distributed this week.	
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

EDUCATION COMMITTEE

DISCUSSION	Education committee is communicating with practice committee regarding the position statements and competencies (pre-licensure and graduate advanced). A long range plan for webinars is being developed that includes following topics: simulation, climate change and impact on family, family nursing education in mental health. Board expressed praise for thinking about system thinking (beyond individual to the planet.) A goal has been to keep the conference focus on social determinants of health maintained. Quite possibly bringing	
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	additional experts to present webinars and connect with IFNA mission. Board values webinar topics. Education is exploring ways to engage practice systems and practice partners.		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE
	SE will notify education committee that board values the webinar plans.	SE	

MEMBERSHIP COMMITTEE

DISCUSSION	<p>Membership Committee members (Jyu-Lin Chen & Cristina García-Vivar) have recorded an informal video on why they decided to become a member of IFNA and what are the advantages of remaining a member. Working with communication committee to upload on the website.</p> <p>Board is excited about having the videos available in multiple languages.</p> <p>DZ reviewed membership list of new members and possible interest in particular committees. DZ sent notice to chairs of these potential members’ interest.</p>		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE

COMMUNICATIONS COMMITTEE

DISCUSSION	<p>Communications committee has developed a social media campaign to support IFNA initiatives through social media channels.</p> <p>Communications committee has developed an IFNC14 Social Media toolkit</p> <p>A student assignment to engage new scholars share their scholarly work will be posted on IFNA website soon.</p> <p>IFNC Speaker Badge for the presenters to use in their email signature has been produced. The board suggested changing the title to “presenter” instead of speaker. This will be more inclusive of the Poster Presenters at the conference.</p> <p>IFNA website metrics were shared.</p> <p>Board appreciates the communications committee work in creating this badge.</p>		
			DEADLINE
	DZ will ask the communication cochairs to consider changing the title to “presenter” instead of speaker. DZ will be distributing the Badge.	DZ	

CONFERENCE PLANNING COMMITTEE

DISCUSSION	<p>Conference planning committee continues work on arranging program schedule.</p> <p>Conference planning committee is holding meetings with all the keynote. A global panel is being planned. One of the keynote presenters will have a Research partner as a co-presenter.</p> <p>Final decisions about the social events and the banquet are being made with plans for river cruise on the Potomac. DZ and local planning committee have worked hard to explore options.</p> <p>Amount of student support for IFNC14 is being decided. Student support is being managed by IFN Foundation Board.</p> <p>Venues for the next conference are being explored. They plan to bring recommendations to the board in near future.</p> <p>Call for late-breaking abstracts has been disseminated.</p> <p>Plans are being made for the Nightingale Society Anniversary Celebration and Nursing Now campaign to be visible at the conference.</p>		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE

KK will ask Foundation Board to explore how students will seek financial support and the amount of funding.	KK	
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PRACTICE COMMITTEE

DISCUSSION	No report.	
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

RESEARCH COMMITTEE

DISCUSSION	Acute Care Subcommittee is in the phase of data collection and analysis. Measurement Subcommittee is working on moving forward. Research committee is very active and engaged. The small subcommittees seem to be keeping members engaged and engaging potential new members as clinical-academic partners collaborate.	
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

NOMINATION COMMITTEE

DISCUSSION	Candidates for positions are being sought. Vacancies with the upcoming elections include President-Elect, Treasurer, 3 Director Positions, and 2 Nominating Committee members.	
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

IFNA Chapter Report: UK and Ireland

DISCUSSION	Chapter meetings are in motion. Plans are underway for a roundtable from policy makers around the UK are in motion. Website development is in motion.	
FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

IFNA Chapter Report: Australia/New Zealand

DISCUSSION	Chapter meetings are in motion.	
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FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

COMMITTEE AGENDAS AND MINUTES AND SUMMARIES

DISCUSSION	Debbie Zaparoni shared draft of templates for committee agendas and minutes. These templates may offer some consistency and guidance to committees in tracking. Committee are reporting positive response to the templates. Standing committees, subcommittees, and chapter meetings will use the template.	
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FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
DZ will finalize the templates and distribute to committee chairpersons.	DZ	

IFNC15 (2021)

DISCUSSION	In the near future venues will be discussed at a board meeting.	
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FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

UPCOMING

DISCUSSION	Strategic Plan will be reviewed in the fall; after the IFNC14.	
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FOLLOW UP	PERSON RESPONSIBLE	DEADLINE

ADDITIONAL ITEMS

DISCUSSION	Ambassadors program of NINR will be discussed at next meeting.	
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FOLLOW UP	PERSON RESPONSIBLE	DEADLINE

BOARD MEETING at IFNC14 (2019)

DISCUSSION	Board Meeting at IFNC is being planned.	
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FOLLOW UP	PERSON RESPONSIBLE	DEADLINE