

**IFNA Minutes  
Board of Directors -  
Conference Call  
October 10, 2019  
8:00a – 10:00am EDT**

**IFNA BOD Meeting**

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**The Mission of the International Family Nursing Association (IFNA) is to Transform Family Health by:**

1. Serving as a unifying force and voice for family nursing globally;
2. Sharing knowledge, practices, and skills to enhance and nurture family nursing practice; and,
3. Providing family nursing leadership through education, research, scholarship, socialization and collegial exchange on all aspects of family nursing.

**Core Values:**

The International Family Nursing Association embraces a compassionate family focus on health, social justice, human dignity and respect for all.

Attendees:	Kathy Knafl, Sandra Eggenberger, Wendy Looman, Veronica Swallow, Jane Lassetter, Sonja Meiers, Cristina Garcia-Vivar, Lindsay Smith, Petra Brysiewicz, Veronica Lambert, Marie Louise Luttik Staff: Debbie Zaponi and Beth Kassalen
Unable to Attend:	
Guests:	
Minutes compiled	Sandra Eggenberger

Agenda Topic:	<b>Board Engagement</b>
Discussion:	SEggenberger (SE) reported a recent successful accreditation visit with a curriculum focused on family. SE university advancements starting a building health community campaign to raise financial support for faculty developing school-based health centers and community based collaborations in rural and metropolitan regions. SMeiers (SM) is an invited presenter at Portuguese Society of Family nursing. They are exploring beginning IFNA chapter. CGarcia-Vivar (CGV) reported that President of International Council of Nurses invited to U of Navarra in Pamplona.

Agenda Topic:	<b>Approval of prior minutes</b>
Motion to Approve	Jane Lassetter (JL) moved to approve September 12, 2019 minutes as distributed. Kathy Knafl (KK) seconded. Minutes approved.

Agenda Topic:	<b>Financial Board Report (Kathy Knafl)</b>
Discussion:	Kathy Knafl (KK) reviewed a detailed financial report that included total assets and comparison of International Family Nursing Conferences (IFNC) 2013, 2015, 2017, and 2019 for expenses, income and registrations. Discussed the need to consider ways to move

	<p>forward with conference planning to make more income generation. Difficulties exist in comparing across settings for conferences because of a difference in factors that are expenses and income. The factors of sponsorships, registration options (e.g. retired, regular, student), and contract commitments vary among locations. A convergence of the contract requirements for the 2021 planned location and the income from 2019 has triggered a need for further discussion.</p> <p>Board expressed appreciation to KK and KME for preparing careful report.</p> <p>Petra Brysiewicz moved to accept the treasurer report. Wendy Looman seconded. Motion carried.</p>
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Agenda Topic:	<b>IFNC15 (Ireland Contract)</b>
Discussion:	<p>Sonja Meiers (SM) identified the need for final approval on contract with Clayton Hotel, Dublin, Ireland, for IFNC15 in 2021. The Clayton Hotel pre-payment schedule will be a strain on IFNA Cash Flow in late 2020 and early 2021. Prepared documents outlining contract, pre-payment schedule, and revenue streams were reviewed. SM reflected on prior discussions by the Executive Committee and KME. In light of these prior discussions, Executive Committee decided to revisit decisions, information and concerns with the entire board for shared decision-making.</p> <p>The Board explored options such as new locations for IFNC15, different venue in area, and seeking additional assistance from Convention Bureau of Ireland and University sponsors. Board then reviewed documents prepared by Executive Board and KME to increase income and reduce expenses for IFNC15 in order to make an informed shared decision. Multiple ideas such as travel support for presenters, preconference offerings, and conference offerings were discussed.</p>
Follow up:	<p>Board agreed to following:</p> <ul style="list-style-type: none"> <li>• The Board and Conference Planning Committee (CPC) will be diligent in seeking cost-saving measures.</li> <li>• A Board representative will work closely with CPC to minimize conference costs. There is an awareness of need to balance conference planning expense and income (e.g. breakout sessions, preconference offerings).</li> <li>• As membership dues have not been raised for the last ten years there is an opportunity to make a small increase to support IFNA operations between conferences; however, this will be weighed with the concern of maintaining members, especially during a non-conference year.</li> <li>• Moving to a two-year membership and adding a donation button when renewing or joining would be additional possibilities</li> <li>• Veronica Lambert will continue discussions with potential sponsors in Ireland.</li> <li>• Veronica Swallow will remain committed to supporting IFNC in their region</li> <li>• Sandra Eggenberger's university setting will offer financial support in 2019-2020 for publicity of upcoming conference focused on family, simulation, technology.</li> </ul> <p>Board does not support:</p> <ul style="list-style-type: none"> <li>• A cost for abstract submission</li> </ul> <p>Board approved conference fee up to \$595.00 with efforts to keep as low as possible for members.</p> <p>Petra Brysiewicz moved to sign the contract with the Clayton hotel in Dublin Ireland. Kathy Knafel seconded the motion. Motion carried. (9 -1 and no abstentions).</p>
Person Responsible:	<p>KME will move forward with signing the contract with the Clayton Hotel and facilitating the initial deposit.</p> <p>Save the Date announcement will be sent to the membership within the next several weeks.</p>

Agenda Topic:	<b>Strategic Planning</b>
Discussion:	Additional information is needed from the board related to strategic plan. Deferred to the next meeting are next steps for setting 2020-2023 Strategic Plan and persons responsible. Directors who have not completed the Strategic Plan survey, please complete before next BOD meeting.

Agenda Topic:	<b>Board Orientation</b>
Discussion	2019-2020 Board Orientation is being reviewed. Please send any questions you have to Sonja Meiers.

Agenda Topic:	<b>Impact of Global Climate Change on Family Health (Wendy Looman)</b>
Discussion:	As requested from the IFNA Communications Committee, Wendy Looman drafted a statement for review. BOD members are asked to be prepared for action on this statement at our next meeting.

Agenda Topic:	<b>Membership Dues increase</b>
Discussion:	Further discussion will be in the future. Goal will be to decide next steps in process and persons responsible.

Agenda Topic:	<b>Education Committee (Sandra Eggenberger)</b>
Update	Resignation of Lorraine Holtslander as the co-chairperson of the Education committee. Jill Bally will continue as the co-chair with the addition of Shelley Spur from University of Saskatchewan. The Board recognized Lorraine's long-standing leadership, commitment and work to the Education Committee and IFNA.

Agenda Topic:	<b>Research Committee</b>
Update	Helene Moriarty is resigning as co-chair of Research Committee. Cindy Danford has agreed to serve as Co-Chair. The Board recognized Helene's long-standing leadership, commitment and work to the Research Committee and IFNA. A Mentoring Program Initiative is being considered by the Research Committee to support new members and graduate students in their growth as family nurses.

Agenda Topic:	<b>IFNA Foundation (S. Meiers, Ex-efficio, non-voting member)</b>
Agenda Topic:	<b>Process Meeting:</b> Process of the meeting and shared decision making was affirmed.

#### Reminders

- Strategic Plan Review / Anticipate for Fall of 2019
- Nursing Now Campaign

#### Next Meeting

November 14, 2019 8:00am – 10:00am