

<p>IFNA Board of Directors Meeting Minutes August 12, 2021 8:00a – 10:00am EST</p>	
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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:	Veronica Swallow, Sonja Meiers, Lindsay Smith, Junko Honda, Petra Brysiewicz, Kristen Abbott-Anderson, Suja Somanadhan Staff: Debbie Zapanoni, Beth Kassalen
Unable to Attend:	Sandra Eggenberger, Cristina Garcia-Vivar, June Horowitz, Veronica Lambert
Guests:	Eric Hodges
Minutes	Sandra Eggenberger (via recording)

Agenda Topic:	Welcome / Announcements Board Engagement (V. Swallow)
Announcements	Welcome to returning board members.

Agenda Topic:	Approval of prior minutes (V. Swallow)
Motion to Approve	Junko Honda moved to approve minutes of July 8, 2021. Petra Brysiewicz seconded. All in favor.

Agenda Topic:	Financial Report (D. Zapanoni)
Motion to Approve	Attachment of financial report reviewed. As of July 31, 2021 IFNA's total assets were \$167,882.13 . Our 2021 income through July is \$210,316*, expenses are \$101,970 which yields a net income of \$108,345* (*includes \$45,237 recovered from the Clayton Hotel) For July - Membership income was \$1050 with recognition of need to continue membership efforts. Conference income was \$4,106 and expenses were \$15,339. We are anticipating approximately \$15,000 income from sponsorship from Dublin City University and the Health Research Board in Ireland. Approximately \$2500 in expenses for the Keynote honorariums are expected. Debbie Zapanoni expects final report on finances in September. A healthy financial status of IFNA was noted with recognition of need to continue.

Agenda Topic:	Board Orientation Guide
Discussion:	A Board orientation guide was distributed in mid-July. New Board Members, Kristen Abbott-Anderson and Suja Somanadhan noted that the guide was helpful and succinct with accessible information. No gaps noted at this time.
Follow up:	Board members will communicate any missing information.
Person Responsible:	Board

Agenda Topic:	Mentoring Program (Guest: E. Hodges)
Discussion:	Eric Hodges shared ideas related to mentoring and networking in organizations. A goal would be to foster connections through IFNA.

	<p>IFNA research committee reviewed ideas related to research mentoring/connections. Ideas have been explored, such as searching research connections on IFNA website through profiles. IFNA profiles exist but members are unable to use keyword searching of profiles on IFNA website. Research committee has met with communications committee who also value the mentoring ideas, but all recognize the barriers of logistics and time.</p> <p>Board discussed ideas:</p> <ul style="list-style-type: none"> • Similar to research connections, the education and practice committee may want to arrange mentoring processes. • Student engagement group values access to individuals/experts for short term projects; however, process of finding individuals and matching expertise is a barrier. Wendi Smith values mentoring received from IFNA board Lindsay Smith. • Possibility of using student engagement website for mentoring/connecting was noted. • The IFNA website profiles seem to be underutilized and Lindsay Smith suggested if profiles could support his networking system it would be helpful. • Veronica Swallow highlighted the need for mutuality in this relationship. • Petra Brysiewicz suggested virtual visits. Terms instead of mentoring can be more acceptable. Virtual visits could maintain the flexibility. • Utilizing a virtual meeting platform for the purpose of connecting/mentoring may be helpful. • Individuals could put their availability online and allow people to book short times to connect. <p>Debbie Zaparoni indicated the need for more support to facilitate this project. A few barriers were noted: membership database does not have the capability to do what is needed to match people; lack of knowledge of time needed for identifying experts in family nursing; when do the connections need to be individual and when can they be small group.</p> <p>Petra Brysiewicz suggested starting a pilot program. Petra willing to meet with Debbie and Eric and offer her experiences of mentoring nurses in Africa and is hesitant to say that this is the direction that we should go. It might be too big of an undertaking.</p>
Follow up:	The board is supportive of ideas but recognizes challenges. Board encouraged Eric to continue to work on logistics.
Person Responsible:	Eric will continue to work and connect with Debbie and board members moving forward. Petra, Eric, and Debbie will work toward a meeting in future to begin mapping pilot process

Agenda Topic:	Member Contribution Survey
Discussion:	<p>Context of survey was reviewed: Foundation requested information that examined members contribution to family nursing so Foundation would have a story to tell funders. Thus, Foundation and Board created survey to explore member contribution. Petra Brysiewicz and Kathy Knafel compiled and examined results of member contribution survey in a powerpoint report. Even though less than 20 % of IFNA members responded to the survey useful information was shared by members. Debbie Zaparoni provided survey results to IFN Foundation for their review and comments not yet received.</p> <p>Sonja Meiers reviewed slides with the Board: Majority of respondents noted research, practice, and education contributions. Appears to be a knowledge gap about policy with differing interpretations. Petra Brysiewicz indicated member's provided limited results related to policy development with a suggestion that if we repeat the survey we need to further define and develop policy. Veronica Swallow suggested a policy committee or work group we might make some headway. Sonja Meiers suggested all the current committees could come together and talk policy from each perspective and work. Veronica Swallow indicated co-chairs will meet in autumn, so policy could be explored at that time. Suja Somanadhan suggested that rather than we think about "Impact" for all each of practice, research and education.</p>
Follow up:	Sonja Meiers will thank the Foundation for the contribution to this work.

	<p>Results reported in slides with specific information that may be useful to each committee (practice, research, education). Slides of results need to be shared with board members.</p> <p>Petra Brysiewicz suggested repeating the survey after refining and then encouraging participation. Need to further clarify what is meant by “policy” and need more contribution to make recommendations for follow up related to policy or impact.</p> <p>Board liaisons and co-chairs to all IFNA committees need slides/results. Liaison will talk with co-chairs and co-chairs can then distribute and talk to committee. Petra Brysiewicz will be available to co-chairs of all committee to explain survey results and context.</p>
Person Responsible:	<p>Debbie Zaparoni will send slide results to all Board Members.</p> <p>Petra Brysiewicz will craft a message to share with the committee co-chairs. Liaison will talk with their co-chairs about the results. Co-Chairs will talk with their committees about results.</p> <p>Sonja Meiers will thank foundation committee for their efforts in launching this survey.</p> <p>Petra and Sonja will help to refine and suggested to distribute beginning of next year (e.g. January-February, 2022) Suja Somanadhan offered to help with Qualtrics tools as needed.</p>

Agenda Topic:	IFNC15 Overview
Discussion:	<p>IFNC15 Summary information and Survey Evaluation reviewed with discussion at times.</p> <p>Debbie Zaparoni reviewed numbers from registrations that include countries and number of new members. Registrants (n=350) First time attendees (n=143) Students (n=75)</p> <p>Sonja Meiers commented that the amount of data from the evaluation is great information for the conference planning committee. Conference planning committee will be meeting end of August and discuss evaluation data. Petra Brysiewicz suggested that we take the discussion about how to use the recordings as part of the planning for a conference.</p> <p>Appreciation was expressed to KME for their efforts and energies in a virtual conference.</p> <p>There was a strong response about the interest in having conferences be hybrid. While that would be a challenge with our wide range of time zones it will be part of the discussion for upcoming conferences.</p> <p>The recordings were also widely recognized as a benefit. Petra Brysiewicz suggested creating a library of these presentations for members. Debbie Zaparoni indicated there was an option to use IFNA YouTube Channel, and Suja Somanadhan commented that she thought that would be more useable than having them on the IFNA website. Recordings on YouTube could be accessed through links in oxford system. Board recognized need for a discussion with presenters to use the recordings beyond conference participant viewing.</p> <p>The Australia chapter is considering showing some of the recorded presentation at their chapter meeting as a webinar and invite the presenter to be there to answer questions. Beth Kassalen suggested recordings would be available to chapters and classes being taught by IFNA members. Lindsay Smith suggested recordings as a webinar may be helpful.</p> <p>Sonja Meiers suggested IFNA needs to ask permission of presenters to use recordings beyond the conference registrants.</p>
Follow up:	<p>All content is available until the end of the year (6 months) on YouTube through the Oxford System, but then need to seek permissions and ideas for how to offer the content beyond the end of the year. Permission will be sought.</p>
Person Responsible:	<p>Veronica Swallow will communicate with conference planning committee the need to discuss use and permission of recording prior to next conference.</p>

Agenda Topic:	IFNA Committee Leadership
Discussion:	Positive responses thus far from most of the Committee co-chairs to continue in their role. Co-chairs are joining the IFNA Board Meeting on September 9 th .
Follow up:	
Person Responsible:	Veronica Swallow will continue planning for co-chair and board meetings.

Agenda Topic:	Chapter Updates
Discussion	<p>UK / Ireland Chapter August meeting was cancelled, the next meeting is September. Webinar scheduled for 8/10, on Mental Health and children and young people. 37 people registered for a free event, information / invitation sent to the Board 8/9.</p> <p>Next webinar is October 4th. The topic is yet to be determined. They intend to offer a webinar every other month.</p> <p>There is an interest from the European countries, Africa and Canada about creating chapters.</p> <p>New Zealand/ Australia Met and minutes will be submitted and posted to the IFNA website. One discussion item was to try to connect a little more closely with JARFN since the times zone align more than other parts of the world, as well as other regions of the world. Junko Honda agreed that this collaboration would be great.</p>
Follow up	Board acknowledged need for chapters to continue encouraging and supporting IFNA membership.

Agenda Topic:	Student Engagement Update
Discussion:	<p>JARFN is inviting Wendy Smith to speak to them about adding a student engagement group to their organization with next meeting is August 17th. The meeting at the conference was well attended and there was an even larger group registered (n=75). Debbie is going to send the list of attendees to Wendy and check with Robin about getting a transcript of the meeting so she can follow up on all the ideas that were generated by the students.</p> <p>Suja, Veronica and Debbie were discussing earlier about creating an info graphic about the opportunities within IFNA to send to conference attendees who were new to the organization. More information will be forthcoming.</p>

Agenda Topic:	IFN Foundation (D. Zaparoni)
Discussion:	<p>Kit Chesla has assumed the Chair, Barbara Habermann, Romy Maher-Imhof and Sarah Neill will remain as the Board of Trustees. Sonja Meiers will remain as liaison to the Board. Kit to draft a personal invitation to join the IFNF Board of Trustees that will be sent to targeted individuals.</p> <p>Proposed agenda/plan for the next 2 years</p> <ol style="list-style-type: none"> a. Pursue closer relationship with RAC. b. Explore at least 3 external foundation proposals every year. c. Strengthen presentation and pursuit of Legacy Giving from IFNA members and leaders. d. Dramatically improve Online presence of IFNF – both within and external to the IFNA <p>Japan Foundation – Center for Global Partnership This is a U.S.-Based Foundation, that funds various programs that promise to increase intellectual and practical exchange between the U.S. and Japan. One grant mechanism that looks possible as an IFNF project is labeled: Grassroot Exchange—Discretionary Grant. This grant appears to be active, with the funding maximum of \$10,000. Kit contacted Junko Honda (RAC Committee; Country Liaison Japan and member of the</p>

	International exchange committee of JARFN) and asked her for her involvement to help us brainstorm a suitable project from this foundation. Dr Mari Ikeda (Nominations committee IFNA; Chair of the JARFN international exchange committee) will also be part of a conversation.
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Committee Reports

Agenda Topic:	Awards Committee (Veronica Swallow)
Update	Anticipating a meeting in the coming weeks to discuss the timeline of the committee for the next 2 years. Co-chairs are Lisa Whitehead (Australia) and Norma Krumwiede (USA)

Agenda Topic:	Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)
Update	Targeted work at a specific time. Next cycle in 2022 – 2023, unless issue arises that needs addressed.

Agenda Topic:	Communications Committee (Junko Honda)
Update	No report

Agenda Topic:	Conference Planning Committee (June Horowitz / Veronica Swallow)
Update	Provided summary/overview of IFNC15 earlier in the agenda.

Agenda Topic:	Education Committee (Sandra Eggenberger)
Update	No report

Agenda Topic:	Membership Committee (Cristina Garcia-Vivar)
Update	No report

Agenda Topic:	Nominating Committee (Lindsay Smith)
Update	Future meeting to discuss the timeline of the committee for the next election cycle.

Agenda Topic:	Practice Committee (Petra Brysiewicz)
Update	No Report

Agenda Topic:	Research Committee (Kristen Abbott-Anderson / Suja Somanadhan)
Update	No report

Agenda Topic:	Resource Advancement Committee (Veronica Lambert)
Discussion:	Scheduling a wrap-up meeting post IFNC15

Agenda Topic:	Process Meeting: What went well? What can we improve upon?
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Next Meeting

September 9, 2021 8:00am – 10:00am EST with - IFNA Committee Co-chairs invited