

## IFNA Minutes Board of Directors September 9, 2021

**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, Sandra Eggenberger, June Horowitz, Veronica Lambert, Junko Honda, Petra Brysiewicz, Kristen Abbott-Anderson, Cristina Garcia-Vivar Staff: Debbie Zaporoni
Unable to Attend:	Suja Somanadhan
Guests:	Committee Co-chairs Joel Anderson, (Communication Committee); Norma Krumwiede, Lisa Whitehead (Awards Committee); Jill Bally, Shelley Spurr, (Education Committee); Kim Mooney-Doyle, Cindy Danford, (Research Committee); Maria do Ceu Barbieri Figueiredo, Yuuko Mabrey Johnson (Practice Committee); Patricia Beierwaltes (Nominating Committee); Kit Chesla (IFN Foundation); Wendi Smith (Student Engagement Group)
Guests unable to attend	Janice Bell (Communications Committee) Susan Sullivan-Bolyai, Linda Young (Resource Advancement Committee); Cheryl Corbett, Jia Guo (Membership Committee), Elisabeth Coyne (Nominating Committee)
Minutes compiled by:	Sandra Eggenberger

Agenda Topic:	<b>Welcome / Announcements Board Engagement / Networking (V. Swallow)</b>
Announcements / Acknowledgements/ Discussion:	Petra Brysiewicz shared the early plans to launch a chapter in Africa. Early plans being developed by Suja Somanadhan to launch chapter in India. UK-Ireland offering support for chapter development. Preconference outcomes were noted by Lindsay Smith: <i>Partnership with Families Across the Lifespan: Facilitating Family Nursing</i> reports connections with colleagues from Switzerland who want to implement outcomes presented. <i>Implementing Best Practice: Global Perspectives on Narrowing the Know-do Gap in Acute Care Family Nursing</i> reports additional new members to acute care cluster.

Agenda Topic:	<b>Approval of prior minutes (V. Swallow)</b>
Motion to Approve	Deferred approval to the October meeting.

Agenda Topic:	<b>Financial Report (D. Zaporoni)</b>
Motion to Approve	Deferred to the October meeting.

Agenda Topic:	<b>Introduce each Board / Board Liaison and Co-chairs</b>
Discussion:	Co-Chairs of IFNA committees and IFNA Board of Directors discussed current liaisons, activities, plans, and directions. The following Board Liaison role / responsibilities were reviewed: <ol style="list-style-type: none"> <li>1. Attending the meetings of the Committee. If unable to attend, communicate directly with the Committee Chair/Co-Chairs regarding Committee activities and communicate messages and feedback from the Board of Directors. Committees are looking for feedback from the Board of Directors regarding their work.</li> <li>2. Creating a monthly report to the Board of Directors regarding Committee activities, including any questions or concerns raised during Committee meetings. All Liaisons are expected to submit a written report for each Board of Directors meeting at the time of the call for agenda items.</li> </ol>

3. Informing the Board of Directors when Committees are developing products that may need Board of Directors approval or endorsement prior to official dissemination to the broad IFNA membership. The role of the Liaison is to guide the Committee about consultation with the Board of Directors whenever there are questions regarding the need for Board of Directors approval or endorsement of a product.
4. Routine Committee specific activities, such as minutes of meetings, can be submitted to Debbie Zaparoni for posting on the IFNA website without board.

Committee Chairs and Co-chairs welcomed to the meeting to share and dialogue. Co-chairs were asked to provide key highlights of their committee, particularly any work of the committee that could have some collaboration / overlap with other committees and address support needed from the board.

#### Awards Committee

##### **Purpose:**

Assume responsibility for the nomination and selection of IFNA members and non-IFNA partners for biennial awards that recognize those who have contributed to transforming family health and advancing family nursing.

**Co-Chair:** Norma Krumwiede – [norma.krumwiede@mnsu.edu](mailto:norma.krumwiede@mnsu.edu)

**Co-Chair:** Lisa Whitehead – [l.whitehead@ecu.edu.au](mailto:l.whitehead@ecu.edu.au)

**Board Liaison:** Veronica Swallow – [V.Swallow@shu.ac.uk](mailto:V.Swallow@shu.ac.uk)

**Dialogue** (Norma and Lisa): Timeline, criteria, and processes are being reviewed.

Committee reported positive feedback about Awards as part of the IFNC opening ceremony and noted positive impressions of award recipients. Praise to committee for virtual awards.

#### Bylaws Committee

##### **Purpose:**

Assume responsibility for the review, call for proposed amendments and resolutions of the association's bylaws.

**Co-Chair:** VACANT

**Co-Chair:** VACANT

**Board Liaison:** Lindsay Smith – [l.m.smith@utas.edu.au](mailto:l.m.smith@utas.edu.au) and Kristen Abbott-Anderson – [kristen.abbott-anderson@mnsu.edu](mailto:kristen.abbott-anderson@mnsu.edu)

**Dialogue:** Liaisons (Kristen & Lindsay) noted plans to address bylaw's targeted responsibilities.

**Action/s for Board: None noted**

#### Communications Committee

##### **Purpose:**

Assume responsibility for the development of the infrastructure that assures effective communication among members and timely dissemination of information ([IFNA website](#), [IFNA Twitter](#), [IFNA LinkedIn group](#), [IFNA YouTube](#), [IFNA newsletters](#))

**Co-Chair:** Janice M. Bell – [jmbell@ucalgary.ca](mailto:jmbell@ucalgary.ca)

**Co-Chair:** Joel Anderson – [jande147@utk.edu](mailto:jande147@utk.edu)

**Board Liaison:** Junko Honda – [junko\\_honda@cnas.u-hyogo.ac.jp](mailto:junko_honda@cnas.u-hyogo.ac.jp)

**Dialogue** (Joel): Website has been revised by contracted web developer, Damien Stewart whose work was supported by IFNA-Taylor Nursing Institute/IFNA Collaboration funding. Website refinement acknowledged. Communication Committee encourages IFNA board and committees to assist in creating content that can be shared through news posts, blog posts, and social media channels. Web analytics have increased each year with a goal of creating and then move to website. Efforts to maximize social outlets continue.

A "Giving Tuesday" campaign (Nov 30) with a toolkit exists for nonprofit organizations to seek funding. Communication Committee available to support IFN Foundation in this initiative. With a global pandemic the messaging with Giving Tuesday could be linked to IFNA mission. Joel Anderson and Kit Chesla will arrange next step collaboration.

Praise to the changes of IFNA website. Updated and diversity in images are needed. Taylor Institute has photos.

**Action/s for Board:**

Sandra Eggenberger will arrange sharing of photos to Joel Anderson.

Conference Planning Committee

**Purpose:**

Assume responsibility for conference planning.

**IFNC16 (2023)**

**Co-chair:** June Horowitz

**Co-chair:** Sarah Neill

**IFNA Board Liaison:** June Horowitz – [jhorowitz@umassd.edu](mailto:jhorowitz@umassd.edu)

**Dialogue** (June): Reported positive feedback about conference and the virtual format. Positive engagement of members with and quality and valuable conference. Conversations about next conference methods (e.g. virtual, face to face, hybrid) are being explored. Members appreciate having both a face to face and virtual avenue. Future venue has been discussed with evaluations noting Ireland as first choice, being supported local planning committee.

**Action/s for Board: None noted**

Education Committee

**Purpose:**

Identify and disseminate the best educational practices for family nursing worldwide.

**Co-Chair:** Jill Bally – [jill.bally@usask.ca](mailto:jill.bally@usask.ca)

**Co-Chair:** Shelley Spurr – [shelley.spurr@usask.ca](mailto:shelley.spurr@usask.ca)

**Board Liaison:** Sandra Eggenberger – [sandra.eggenberger@mnsu.edu](mailto:sandra.eggenberger@mnsu.edu)

**Dialogue** (Jill and Shelley): Education committee has expanded membership significantly in number and global composition. Committee organization of 4 subcommittees (Simulation, Informatics, & Technology, Family Nursing Education Resources, Position Statements/Communication and Newsletter) meet every other month and whole committee meets alternate month. Webinars are being developed: 1) Family Care with simulation Resources, 2) Scoping method with research committee, 3) Leadership with focus on graduate students. Website educational resources continue being developed. Sharing of undergraduate student resources and teaching tools are being developed. Dissemination of position statements are being tracked.

**Action/s for Board: None noted**

Membership Committee

**Purpose:**

Develop strategies to recruit and retain members worldwide.

**Co-Chair:** Jia Guo – [guojia621@163.com](mailto:guojia621@163.com)

**Co-Chair:** Cheryl Corbett – [Cheryl-Corbett@byu.edu](mailto:Cheryl-Corbett@byu.edu)

**Board Liaisons:** Cristina Garcia-Vivar – [cristina.garciavivar@unavarra.es](mailto:cristina.garciavivar@unavarra.es) (Cristina left meeting before this item due to a prior teaching commitment)

**Dialogue:** (In the absence of the Committee Co-chairs and Board Liaison, the Board discussed need to maintain an emphasis on membership with actions to interest global areas where we have limited or no members. Specific actions are being taken to recognize and connect with new members who attended conference for the first time. The large number of new members require special attention.

**Action/s for Board:** Challenges with paying membership dues needs to be further addressed by Board. For example, paying in currency that benefits potential member and

affirming security need to be addressed. Appears that many potential members are hesitant about sharing credit care information for a membership. KME Management company and IFNA Board need to address ways to make membership efficient, recognizably safe to all, and accessible. Ways to engage low-income countries in membership of IFNA needs further exploration, such as time and talents. Ideas about members and chapters sponsoring membership were noted. Membership payment in creative ways needs to be explored further by the Board.

### ***October meeting***

In near future efforts to reach first time attendees at IFNC will be shared with Board (Suja Somanadhan, Veronica Swallow, Debbie Zapanoni)

### **Nominating Committee**

#### **Purpose:**

Identify nominees, present a ballot, and oversee the election of IFNA officers and BOD.

**Chair:** Elisabeth Coyne, Australia – [e.coyne@griffith.edu.au](mailto:e.coyne@griffith.edu.au)

**Co-Chair:** Patricia Beierwaltes – [patricia.beierwaltes@mnsu.edu](mailto:patricia.beierwaltes@mnsu.edu)

**Board Liaison:** Lindsay Smith [l.m.smith@utas.edu.au](mailto:l.m.smith@utas.edu.au)

**Dialogue:** Plans to continue fulfilling responsibilities.

**Action/s for Board: none noted**

### **Practice Committee**

#### **Purpose:**

Identify and disseminate the best practice knowledge and family nursing models used internationally; move family nursing forward by building capacity in nurses for their practice with families.

**Co-Chair:** Maria do Céu Barbieri Figueiredo – [ceu.barbieri@denf.uhu.es](mailto:ceu.barbieri@denf.uhu.es)

**Co-Chair:** Yuuko Mabrey Johnson – [yuuko020@gmail.com](mailto:yuuko020@gmail.com)

**Board Liaison:** Petra Brysiewicz – [brysiewicz@ukzn.ac.za](mailto:brysiewicz@ukzn.ac.za)

**Dialogue (Maria):** Committee recognizes the need for increased emphasis on practice on IFNA website and working with Communications Committee. Work to increase translation of position statements continues. Digital stories continue to be part of their work.

Board members discussed their recent efforts to make it easier to hear from all, speak more slowly to allow others to participate, and encourage written notes in chat box and use the transcription tool in zoom to increase engagement of those members/countries who perceive/experience less fluidity in English language

**Action/s for Board:**

### ***October meeting***

-KME and IFNA Board need to continue to explore ways to increase comfort of members who may perceive they are less fluent in English.

-Board will continue to look for ways to help grow membership in new global regions. Encouraging committees to provide affirmation for non-English speaking and ways to increase comfort of those who may be less comfortable with English language. The need to address this with potential new members is important.

### **Research Committee**

#### **Purpose:**

Advance the conduct, dissemination, and use of family nursing research worldwide.

**Co-chair:** Kim Mooney-Doyle – [kmooney-doyle@umaryland.edu](mailto:kmooney-doyle@umaryland.edu)

**Co-chair:** Cynthia Danford – [danfordc@pitt.edu](mailto:danfordc@pitt.edu)

**Board Liaison:** Kristen Abbott-Anderson – [kristen.abbott-anderson@mnsu.edu](mailto:kristen.abbott-anderson@mnsu.edu) and Suja Somanadhan [suja.somanadhan@ucd.ie](mailto:suja.somanadhan@ucd.ie)

**Dialogue (Cynthia and Kim):** Research committee working with Communication Committee to plan strategic dissemination of research findings, resources, and engagement opportunities. Committee is working to increase visibility on website and

	<p>research resources on the website. Member development is underway through sharing of nursing research findings and providing resources for family researchers. A position statement for family research is in the early planning stages. Board refers the committee to the policy on position statement development. Partnerships with Children’s National have been initiated and other partnerships are being sought. Members are being encouraged to disseminate findings and resources. Students are being engaged in research initiatives. Collaboration between education and research committee in webinar development. Policy issue and sustainability of family practices are being explored. Current organization of subcommittees, clusters, and research committees appears effective for engaged members of the Research Committee.</p> <p><b>Action/s for Board: none noted</b></p> <p><b><u>Resource Advancement Committee</u></b>  <b>Purpose:</b>  Assume responsibility for identification and cultivation of diverse sources of funding for organizational initiatives.  <b>Chair:</b> Linda Young – <a href="mailto:younglk@uwec.edu">younglk@uwec.edu</a>  <b>Co-Chair:</b> Susan Sullivan-Bolyai – <a href="mailto:susan.sullivan-bolyai@umassmed.edu">susan.sullivan-bolyai@umassmed.edu</a>  <b>Board Liaison:</b> Veronica Lambert – <a href="mailto:veronica.lambert@dcu.ie">veronica.lambert@dcu.ie</a>  No dialogue, Co-chair unable to attend  <b>Action/s for Board: none noted</b></p> <p><b><u>Foundation Board</u></b>  Purpose: supports the International Family Nursing Association (IFNA) and advocates for the practice, education, and research of family nursing worldwide through the financial development and conscientious stewardship of charitable giving.</p> <p>Chair: Kit Chesla- <a href="mailto:Kit.Chesla@ucsf.edu">Kit.Chesla@ucsf.edu</a>  Board Liaison: Sonja Meiers- <a href="mailto:s.meiers@winona.edu">s.meiers@winona.edu</a></p> <p>The prior work of Foundation has focused on support for students (conference, travel, registration etc). As the Foundation raises more money in the future, the goal would be providing seed monies for committees of education, practice, and research; plus, funding support for the IFNC. Funds are being raised through: 1) Honor a Family Nurse Program, 2) applications to Foundations, and 3) Legacy Giving. Supporting IFNA long-term sustainability is central. The 501-c status provides tax incentives in the USA with a need to identify ways to provide same benefit in global context. A call to leaders has been launched with new IFNA Foundation members joining the Board.</p> <p><b>Action/s for Board:</b>  <b>October meeting</b></p> <ul style="list-style-type: none"> <li>- To approve new members who are interested in joining the Foundation</li> <li>- To discuss ways to raise awareness among IFNA members about purposes and clarification of Foundation.</li> <li>- To discuss a need to strengthen the visibility of the Foundation on the website.</li> </ul>
Follow up:	
Person Responsible:	

Agenda Topic:	<b>Student Engagement</b>
Discussion:	Wendi Smith shared the increased student engagement. The outreach and growth in last two years is significant. Student engagement group is searching for a co-chair. Accolades to Wendi Smith who is guiding the student group.

	<b>Action/s for Board: none noted</b>
Follow up:	
Person Responsible:	

Agenda Topic:	<b>Co-Chairs and Board Meeting Reflection</b>
Discussion:	<p>Committee chairs and board members expressed strong support for this meeting. Some members suggested an every 6-month meeting. Board has new challenges. Appreciation for all the co-chairs presence and time.</p> <p><b>Action/s for Board:</b></p> <p><b><i>October meeting: to discuss plans for future joint meetings with Co-chairs</i></b></p>
Follow up:	
Person Responsible:	

Agenda Topic:	<b>Upcoming requests / opportunities</b>
Discussion:	<p>Terms of Reference for 2022 – 2023 will be requested in October 2021</p> <p>There will be another call for global initiatives funding in October of 2021</p> <p>Digital Stories - <a href="https://internationalfamilynursing.org/2021/06/24/digital-stories-of-family-nursing/">https://internationalfamilynursing.org/2021/06/24/digital-stories-of-family-nursing/</a></p> <p>Offering option for accessing IFNC15 presentations by payment to non-attendees</p>
Follow up:	
Person Responsible:	

Agenda Topic: 0955 - 1000	<p><b>Process Meeting:</b></p> <p>What went well?</p> <p>What can we improve upon?</p> <p>Future meetings</p>
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**Next IFNA Board Meeting**

October 14, 2021 8:00am – 10:00am EDT