

<p>IFNA Minutes Board of Directors Meeting April 14, 2022 8:00am – 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, June Horowitz, Junko Honda, Sandra Eggenberger, Lindsay Smith, Petra Brysiewicz Staff: Debbie Zaparoni
Unable to Attend:	Cristina Garcia-Vivar, Beth Kassalen, Veronica Lambert, Kristen Abbott-Anderson, Suja Somanadhan
Guests:	Elizabeth Coyne (Nomination Committee Chair)
Minutes compiled by:	Sandra Eggenberger

Agenda Topic:	Welcome / Announcements Board Engagement / Networking (Veronica Swallow)
Announcements / Acknowledgements/ Discussion:	Veronica Swallow noted that May 12, 2022, is International Nurses Day and her academic system will be hosting multiple campus activities. Veronica plans to talk with Communications Committee about possibilities of preparing collage of photographs and posting for IFNA members. Sonja Meiers is also planning university round tables for the day that are focused on nurses making a difference.
Action	KME will explore preparing flyers about IFNA to distribute to events.

Agenda Topic:	Approval of prior minutes (Veronica Swallow)
Motion to Approve	March Meeting Minutes-June Horowitz moved to approve. Sonja Meiers seconded. All in favor. Co-Chairs/BOD Minutes-Lindsay Smith moved to approve. Junko Honda seconded. All in favor.
Updates / Action Points from prior minutes	<ul style="list-style-type: none"> • CPC seeking input from IFNA members for Keynote speakers • Developing a Policy Committee, set a meeting of the co-chairs for Research, Education and Practice committees to inform the discussion. • Board to maximize the value of the IFNC15 presentations.

Agenda Topic:	Financial Report (Veronica Lambert)
Motion to Approve	March income was \$2785.00, with the majority from membership dues. Expenses were \$6,152.86, with the majority from Management fees. Net loss of -\$3,367. Bank account balance remains stable, despite the monthly expenses exceeding the income. This trend is expected during a non-conference year.

Agenda Topic:	Alternative Model for Low-Middle Income Country (LMIC) Membership Fees (Petra Brysiewicz)
Discussion:	Petra Brysiewicz reported that feedback about proposal is current being gathered from membership committee. More to follow in future.
Follow up:	
Person Responsible:	

Agenda Topic:	Website Maintenance Agreement for approval (Debbie Zaparoni)
Discussion:	The IFNA contract with website designer for design and maintenance was reviewed. This website expert works closely with the IFNA Communication Committee and KME. This work is fully supported by all with quality services provided at a rate that is lower than other comparable providers. This contract represents no significant change in the work/duties with

	a 10% increase, financially expected and aligned with prior contracts. Sonja Meiers moved to approve the contract. June Horowitz seconded the motion. Motion carried.
Follow up:	Debbie Zaporoni will communicate with Web design person about approval of contract and appreciation for services.
Person Responsible:	Debbie Zaporoni

Agenda Topic:	Proposal, University Endowment Sponsor of Membership fee for LMIC (Debbie Zaporoni)
Discussion:	<p>A proposal regarding sponsorship or support from an endowed chair, individual and other various positions that have a budget to help IFNA (eg membership) was reviewed. The idea was generated by Jyu-Lin Chen from UCSF on membership committee. Board members discussed how different countries and systems may have various titles for positions that have funds that could support IFNA mission/vision. Board members noted how various funding lines could support membership, as well as research, education, and practice committee activities. The funding could be linked to a target that aligns with IFNA and the funding organization. Board noted how this idea and proposal relates to the Glen Taylor Nursing Institute's global initiatives: funding proposals from committees that align with family and society mission of Taylor Institute and family mission of IFNA. Board members noted how it may be possible to seek funding that supports memberships and members conducting research with IFNA and funding agency members.</p> <p>Board discussed ideas of:</p> <ul style="list-style-type: none"> • a 2-year membership to allow members to acclimate and then move to more engagement. • consolidating funding proposals to region(s) towards building a core of people from area(s) to build a critical mass. • articulating a pilot process that could be refined with time and particular needs of a funding system • sharing proposal with education, research, practice, and communication committees • sharing proposal with IFN Foundation <p>Sonja Meiers moved to support exploring the ideas in the proposal so membership can continue dialogue with relevant committees (Education, Practice, Research) and bring a pilot proposal back to the Board. Lindsay Smith seconded. Motion carried.</p> <p>Plans include establishing a pilot process with membership committee. The process could then be altered for other potential funding persons/sources with their specific mission/vision.</p>
Follow up:	<p>Board expressed appreciation for the generation of this model, in particular appreciation expressed to Jyu-Lin Chen of the membership committee.</p> <p>Board discussion needs to be summarized for the membership committee</p> <p>Board discussion and proposal needs to be shared with IFN Foundation.</p>
Person Responsible:	<p>Sonja Meiers will discuss with Foundation.</p> <p>Debbie Zaporoni will summarize for membership committee.</p>

Agenda Topic:	IFN Foundation (Sonja Meiers)
Discussion:	<p>Grant awarded (\$9,603) from the Center for Global Partnerships – The Japan Foundation. Project Title: <i>Japanese / American Cultural Exchange; Caring for Aging Family Members in the Community</i>. Developing a 2-part educational program.</p> <p><u>IFNF report April</u></p> <ol style="list-style-type: none"> 1. Reviewed budget for 2022 2. Legacy Giving—Reviewed new 'advertising' for this effort. Established a plan for

	<p>approaching potential donors.</p> <p>3. External Foundation Grants: Aim is to coordinate efforts to fund small group projects by applying to external foundations and corporations. IFNF will search for appropriate grants, publicize opportunities, assist with project submission, management and funds management. Foundation will charge overhead as way of increasing income.</p> <p>4. Giving Tuesday – planning for GTues for 2022; reporting out to membership past successes.</p> <p>Communication to IFNA members about IFNF activities and opportunities. Different mechanisms discussed; propose to attach IFNF news, with links to our web page, in the Newsletter and constant contact memo distributed by IFNA Board & D Zaporoni, S Eggenberger.</p>
Follow up:	
Person Responsible:	

Agenda Topic:	Board Election / Nominations (Debbie Zaporoni)																						
Discussion:	<p>Elisabeth Coyne, Nominations chair shared with the board the multiple strategies used to seek nominations. Chair noted the efforts to seek global representation. Board expressed appreciation for nominations committee’s efforts and use of new strategies.</p> <p>Chair shared the following slate with the Board of Directors:</p> <p><u>Secretary</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Elisabeth Coyne</td> <td style="width: 50%;">Australia</td> </tr> </table> <p><u>BOD (2)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Junko Honda</td> <td style="width: 50%;">Japan</td> </tr> <tr> <td>Karyn Roberts</td> <td>USA</td> </tr> <tr> <td>Teresa Gutierrez-Aleman</td> <td>Spain</td> </tr> <tr> <td>Mary Antonelli</td> <td>USA</td> </tr> <tr> <td>Suja Somanadhan</td> <td>Ireland</td> </tr> </table> <p><u>Nominating Committee (3)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Mirinda Brown Tyo</td> <td style="width: 50%;">USA</td> </tr> <tr> <td>Ann Ersig</td> <td>USA</td> </tr> <tr> <td>Beth Cosgrove</td> <td>USA</td> </tr> <tr> <td>Mari Ikeda</td> <td>Japan</td> </tr> <tr> <td>Mary Heitschmidt</td> <td>USA</td> </tr> </table>	Elisabeth Coyne	Australia	Junko Honda	Japan	Karyn Roberts	USA	Teresa Gutierrez-Aleman	Spain	Mary Antonelli	USA	Suja Somanadhan	Ireland	Mirinda Brown Tyo	USA	Ann Ersig	USA	Beth Cosgrove	USA	Mari Ikeda	Japan	Mary Heitschmidt	USA
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Follow up:	Debbie Zaporoni noted that all candidates meet the criteria and have completed required forms. DZ states ballot will be prepared and distributed by end of April. Voting will end at the end of May.																						
Person Responsible:	Debbie Zaporoni																						

Agenda Topic: 0910-0915	Global Initiatives
Discussion:	<p>2021 funded project Fathers experience in families with a child with a chronic illness: A systematic review; lead by Shelley Spurr and Cynthia Danford</p> <p>Requested an extension to the time period for the funding provided by IFNA and the Glen Taylor institute for the systematic review research project. They are in the process of writing the articles and plan to use the funds in the next 6 months. Of note - they did have delays due to illness and COVID.</p>
Follow up:	
Person Responsible:	Debbie Zaporoni

Responsible:	
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Chapter, Student Engagement Group and Committee Updates / Reports

Agenda Topic:	Chapter Updates
Discussion	<p>Australia New Zealand Newsletter Go to this Sway</p> <p>UK&I IFNA Chapter</p> <ul style="list-style-type: none"> No meeting held in March, Next meeting April 28th Next Chapter Webinar 'Early Career Researchers' Zoom Webinar Date: 23rd May at 1230 – 2pm (UK time) <p>Next newsletter being published in April</p>

Agenda Topic:	Student Engagement Update
Discussion:	Meeting scheduled for April 14 th 1:00pm EDT. Wendy Smith (student engagement leader) supports the ideas of a board liaison for student engagement. Lindsay Smith will be the new board liaison.

Agenda Topic:	Awards Committee (Veronica Swallow)
Update	<ul style="list-style-type: none"> Committee met 4th April 2022 <i>Committee membership</i> <ul style="list-style-type: none"> New members Yuuko Mabry, Sacramento County Team, USA and Dr Henrietta Trip, University of Otago, New Zealand were welcomed To increase global representation on the committee it was agreed to seek members from Europe, Asia and Africa; Co-chairs will review list of previous IFNA award winners and contact Junko Honda and Petra Brysiewicz for potential leads <i>Call for award nominees:</i> the committee agreed that the call for nominations should close early March 2023. Janice advised that the call should open June 2022 with material advising on the awards and application process available on the website. Associated promotion of the awards will follow handled by the Communications Committee. Full timeline to be mapped out (call for nominations through to outcome of review of applications). <i>Awards categories:</i> The committee were in support of carrying over the current suite of awards. The title of the "Rising Star" award will be changed and amendments to the criteria will be made to clarify eligibility. The co-chairs will create a video to support the nomination process. One new category was suggested, "Service to IFNA" but following discussion the committee agreed that recognition of service was important but best recognized through regular features promoted by the Communications Committee (i.e. blog and website) and possibly recognition in the conference brochure. <i>Next Meeting Date</i> to be arranged for September 2022

Agenda Topic:	Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)
Update	Dedicated work will commence later in 2022, August – October.

Agenda Topic:	Communications Committee (Junko Honda)
Update	No update, March meeting cancelled.

Agenda Topic:	Conference Planning Committee (June Horowitz)
Update	The CPC are now meeting monthly and plans for the IFNC16 conference are now well underway. As you all know now, the conference is being planned to take place in late June

	<p>2023 as a hybrid event, physically located in Dublin. We are working on the development of the hybrid model to facilitate engagement with delegates from as many time zones as possible. The committee have now agreed on the following theme which we hope you will agree emphasizes the global endeavor of family nursing and the direct relevance to family health:</p> <p><i>Global Innovations in Family Nursing: Advancing Family Health</i></p> <p>We are now inviting suggestions for keynote speakers – do please send us suggestions for engaging speakers which address the theme. We are looking for a mix of speakers from around the globe. We anticipate sending out the call for abstracts late summer to early autumn/fall. Once we have confirmed dates with the venue we will be able to provide the specific dates for submissions.</p> <p>In addition to the monthly meetings, the Co-Chairs – June Horowitz and Sarah Neill, Veronica Lambert and Debbie Zaporoni have recently met with the conference organizers at Dublin City University (DCU) so that we could seek more specific detail about the possible offer from DCU. In principle (subject to specifics of cost and contact etc) the best week for the conference to be held at DCU would be the third week in June 2023 as this will be the quietest on campus before summer language schools start. We asked about time of the week (Tues-Fri or Wed-Sat) – either is possible although we were advised that Tues-Fri has potential for cheaper flights. The School of Nursing building could accommodate up to 250 in person delegates and there are sufficient rooms for all the breakouts. Main corridor and two additional rooms could be used for posters. All the rooms are provided with the technology to enable virtual delivery as well. Positively the whole building would be block booked for the conference so we would have this space just for our needs. There is a range of different accommodation available including from 4/3 star and the venue is compatible with accessibility requirements. In essence it all looks promising but it still in progress. We have shared the theme, rough dates and hybrid delivery decision with Janice and Joel from the Communication Committee so that they can begin to spread the word.</p>
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Agenda Topic:	Education Committee (Sandra Eggenberger)
Update	<p>April IFNA Education Committee: Prepared by Co-Chairs Shelley Spurr and Jill Bally</p> <ul style="list-style-type: none"> ❖ Subcommittees continue to meet ❖ Education Committee Cochairs met with Sandra Alguire and she has agreed to co-lead the subcommittee-education resources. They plan to add additional resources relevant to IFNA. ❖ Planning Future Webinars: <ul style="list-style-type: none"> • Social Media and Family Nursing- Dr. Tracie Risling supported by Janice Bell and Jo Anderson (co-chairs of Communication Committee- Planned and Marketed April 26, 2022 • Scoping Reviews- Collaboration with Research Committee • Transgender Family Nursing Care- Tammy Neiman Member of Education Committee • Leadership and Mentorship- Directed toward Graduate Students and Development of Family Nursing Leaders – Discussion of Graduate Students and Sandra Eggenberger in Future ❖ Seeking New Member Highlights for Website ❖ Developing Strategies for Engaging Students in Developing Family Nursing Education Resources ❖ Working on Tracking Position Statements with Practice and Communication Committee ❖ Board Liaison Sandra Eggenberger met with Constance Kartoz, member of Education Committee, to explore future ways to connect IFNA competencies with Professional Organizations, such as AACN

Agenda Topic:	Membership Committee (Cristina Garcia-Vivar)
Update	Petra Brysiewicz joined the March meeting to present the alternative model for LMIC

	<p>membership dues. The membership committee was in support of the idea.</p> <p>As discussed earlier in this agenda, Jyu-Lin Chen submitted a similar proposal for supporting LMIC memberships. This proposal suggested reaching out to Endowed Chairs at Universities to request their support / sponsorship of such members. As an endowed chair at UCSF, Jyu-Lin has agreed to commit monies to this initiative. Logistics all need to be worked out, ie, gathering a list/emails of endowed chairs, how LMIC members are selected, etc.</p> <p>The committee will take a personal approach to invite IFNA members to join this committee.</p>
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Agenda Topic:	Nominating Committee (Lindsay Smith)
Update	As above, earlier in the agenda, presented the candidates for this election cycle.

Agenda Topic:	Practice Committee (Petra Brysiewicz)
Update	<p>Welcoming members and sharing of news.</p> <ul style="list-style-type: none"> • Discussion regarding Ukraine situation – how we can assist, resources to provide. Will reach out to Polish group members etc. • Discussion re IFNA Global Family Nursing initiative project – “<i>A global shift in family nursing practice</i>”. Excellent recruitment flyer has been developed by students and was discussed – 2 students attended the meeting. Final correction to be done and then ready to recruit participants. • Digital Family Nursing Stories – update provided to committee. Members reminded to try them out and record their stories. Petra followed up with Communication Committee (Joel Anderson) - Communications Committee meeting scheduled for the April 21st and will provide feedback then. • Position Statements Dissemination Project – ongoing and feedback provided. Discussion regarding developing this into a manuscript. All members supported. • Collaboration with the Communication Committee – need to have more communication with this committee to help showcase the work of the Practice Committee and its members. <p>Next meeting: April 22 at 4 pm EST</p>

Agenda Topic:	Research Committee (Kristen Abbott-Anderson / Suja Somanadhan)
Update	<p>No reports this month for the following sub-committees:</p> <ul style="list-style-type: none"> ○ Dyadic research ○ Research Connections <p><u>Other sub-committees with reports:</u></p> <ul style="list-style-type: none"> ○ Family Measures (M. Van Riper) Planning a future meeting; Kim M-D will be making connections with the sub-committee group ○ International Research Collaboration Subcommittee (K. Roberts, D. Sheppard-LeMoine) <p>Good report from the cluster groups: multiple projects in progress. Have identified three new projects to continue their work. Suggested possible webinar or similar to inform models for these cluster groups. Petra had a strong model she shared that may be useful for the larger group. Use of form to define authorship early in the process. Policy group has identified three deliverables they will work on. Identification of a seminal article researchers could refer to/cite about family and policy. Societal and political impacts on individuals and families. Could result in 1-3 parts.</p>

	<ul style="list-style-type: none"> ○ Family/family research ethics (K. Pyke-Grimm, M. dos Santos, K. Mooney-Doyle) <p>Great news that project was approved for support by the GTNIFS. Create a virtual seminar on family ethics planned for February 2023. Preparing a pre-conference workshop for IFNC16 (2023). Importance of translation for Brazil as this topic is a need there. The survey for ethics to be sent out to membership, reviewed, revised, and received final feedback. Planning to send to the co-chairs of Education & Practice committees. Debbie Zaporoni will assist with dissemination of the survey when it's ready. Clarified that the survey is meant primarily for informational/educational purposes.</p> ○ Strategic Dissemination Subcommittee (P. Nersesian) <p>Reviewing potential members (and noting names on this group who have not yet been highlighted) to be highlighted and hope to have a prominent news post for updates. Organizing to make sure that the look and feel of measures is consistent; Also what is included in the resource and how it could be used. Also looking to provide a blog post to provide updates to the membership. Question from Kathy about possibility of a special issue for the journal to highlight this work. Considering feasibility of this; supplement, special issue, even online? A way to spotlight members' work on this project. Marcia will plan to discuss with the sub-group. Thoughts shared about caution for publishing on the website prior to publication in JFN. Kim M-D offered to help with any work.</p> <p>Other updates: All Member Meeting: April 26 (All sub-groups from the Research Committee) Focus: Report from NINR Roundtable: From Context to Care: Understanding the Convergence of Social Factors and Emergency Department Care (3-4 March 2022) With a presentation by Mirinda Tyo and Natalie McAndrew. This all member meeting provides an opportunity to put a call out to new members.</p> <p>Webinar collaboration continues: Scoping Review Partnering with education Committee Co-chairs: Shelley Spurr & Jill Bally: to be scheduled Working group: Research committee reps (Kelly, Brysiewicz, Carr); Education committee reps (Tyo, Henrique, Alguire)</p>
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Agenda Topic:	Resource Advancement Committee (Veronica Lambert)
Discussion:	<p>Meetings and planning underway for IFNC16 Sponsorship.</p> <ul style="list-style-type: none"> • Planning focus groups to reimagine and revise the sponsorship prospectus to be more inclusive of potential sponsors outside of the US. • Creating overall timeline.

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

May 12, 2022 8:00am – 10:00am EST