

<p>IFNA Board of Directors Meeting Minutes May 12, 2022</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, June Horowitz, Junko Honda, Sandra Eggenberger, Lindsay Smith, Petra Brysiewicz, Kristen Abbott-Anderson, Suja Somanadhan, Cristina Garcia-Vivar Staff: Debbie Zaparoni
Unable to Attend:	Sonja Meiers, Beth Kassalen, Veronica Lambert
Guests:	
Minutes compiled:	Sandra Eggenberger

Agenda Topic:	Welcome / Announcements Board Engagement / Networking (Veronica Swallow)
Announcements / Acknowledgements/ Discussion:	<p><i>Happy International Nurses Day</i></p> <p>Veronica Swallow shared activities at her school to recognize International Nurses Day. Other board members shared plans.</p> <p>Congratulations to Junko Honda who was elected to the Board of Directors of Japanese Association for Research Family Nursing (JARFN).</p>

Agenda Topic:	Approval of prior minutes (Veronica Swallow)
Motion to Approve	April Minutes reviewed. June Horowitz motion to approve. Junko Honda seconded. Motion carried.
Updates / Action Points from prior minutes	<ul style="list-style-type: none"> • Social Media campaign for International Nurses Day -A thank you to the Communication Committee Joel Anderson and Janice Bell for suggesting ways to highlight the events and share with IFNA community. • Inquiry from the St. Catherine's University (St. Paul, Minnesota, US) about curriculum work.-Debbie Zaparoni promptly responded to inquiry and Sandra Eggenberger initiated communication with involvement of Kristen Abbott-Anderson and other board members. Board members discussed ways of supporting curricular revision focused on family. Ideas about tracking curriculum work and offering guidance to other schools were discussed. Eggenberger shared thinking that Minnesota State University Mankato has resources available to offer courses and support curriculum development/revision in family. The possibility of offering webinars on curriculum and educational strategies was discussed. Ideas were proposed for education committee to work with IFNA colleagues and launch curriculum work and educational strategies for IFNA members. Petra Brysiewicz, Sandra Eggenberger, and Kristen Abbott Anderson plan to collaborate in these initiatives. • Veronica Swallow also initiated discussions with United Kingdom Sheffield Hallam University Department of Nursing and Midwifery system and national organizations that may also influence curricula in family nursing education. • Voting for Board and Nominating positions is underway and will end Friday, May 27th • Webinar scheduled for Thursday, June 2nd 6:00pm EDT <i>Marketing and Branding 101 for Family Nursing and Family Health Scholars</i>

Agenda Topic:	Financial Report (Debbie Zaparoni)
Motion to Approve	Income for April was \$1925 (\$1900 in Membership Dues and a \$25 Donation). Expenses were \$8135.95 (Management Fees, website maintenance agreement and nominal PayPal fees). Overall loss of -\$6,391.95. Despite the trending month-to-month losses in this non-conference year currently IFNA remains financially stable.

Agenda Topic:	IFN Foundation (Debbie Zaparoni)
Discussion:	<p>Next meeting is June 6th.</p> <p>Progressing with planning for developing the 2-part educational program. 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></p> <p>Board members held a brief discussion focused on: the importance of the Foundation to IFNA, the relationship of IFNA and IFN Foundation, and the sharing of IFNA member contact information with IFN Foundation. Question posed: What did the member(s) agree to when sharing their contact information? Board supported a need to check bylaws, legal processes, and possibly create a message to all members with “opt in” option for members to receive IFNA and IFN Foundation information. Board members recognized the global emphasis on privacy and sharing of contact information. Board members support a streamlined way to share contact information within legal ramifications.</p>
Follow up:	Plans to check bylaws and status of IFNA and IFN Foundation and possibilities of sharing contact information.
Person Responsible:	Debbie Zaparoni and Veronica Swallow

Chapter, Student Engagement Group and Committee Updates / Reports

Agenda Topic:	Chapter Updates
Discussion	<p><i>UK&I Chapter:</i></p> <ul style="list-style-type: none"> • Chapter Executive meeting held 28th April 2022 • April newsletter posted • New blog by Dr Christine English about family in End of Life Care https://ifnaukandireland.org/blog/ • Webinar scheduled May 23rd 12.30pm UK time – Early Career Researchers

Agenda Topic:	Student Engagement Update
Discussion:	No update currently. Lindsay Smith, liaison to student engagement, has initiated contact with Wendi Smith, student representative. Wendi Smith seeking leadership from another student. Cristina Garcia-Vivar shared a student Teresa Gutiérrez-Alemán, who may be interested in student engagement group leadership. Cristina Garcia-Vivar will follow up after board election. Board recognized the importance of the student engagement group.

Agenda Topic:	Awards Committee (Veronica Swallow)
Update	No update for Awards committee at this time.

Agenda Topic:	Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)
Update	<p>Dedicated work will commence later in 2022, August – October.</p> <p>Discussion about forming the committee and using personal outreach/invitation to recruit members. Additional information planned for next meeting.</p>

Agenda Topic:	Communications Committee (Junko Honda)
Update	<p>IFNA twitter communication about IFNA members and IFNA initiatives (n = 85 original IFNA tweets and/or re-tweets since our last meeting on February 17, 2022)</p> <p>Four new IFNA member News Posts were added to the website.</p>

	<p>Citation data to IFNA Position Statements was updated by Janice April 19, 2022:</p> <ul style="list-style-type: none"> • Position Statement on Pre-Licensure Education: 27 • Position Statement on Graduate Education: 13 • Position Statement on Generalist Practice: 94 • Position Statement on Advanced Practice: 66 • Position Statement on Planetary Health and Family Health: 11 <p>Planning Nursing Week event in May: Joel will cue up Tweets prompting members to tweet photos of their nursing activities Tracie Risling webinar: Promote widely.</p> <p><Report Re: IFNA reach statistics – Damien Stewart> Month over month traffic to IFNA website has increased slightly but mostly remained steady. Did investigate big spike in metrics discussed at last meeting and found it was just an abnormal blip. Plan to revise site over next couple of months.</p> <p><IFNA Digital Stories in Family Nursing Project> Need for more action: request to all IFNA Communications Committee members to develop and record an IFNA Digital Story for this project. Veronica Swallow requested all board members participate in digital stories. Lindsay Smith committed to continue thinking about his plans.</p> <p><Special Funding received from the Glen Taylor Nursing Institute> Janice Bell and Joel Anderson met with Mike Waddingham and Aaron Mumby in early March to discuss development of infographics for 4 IFNA Position Statements.</p> <p><Quarterly IFNA Newsletter> Re-launched March 2022. Focus was on updates about broad IFNA initiatives. Next newsletter Next Newsletter will be May/June and will focus on IFNA member profiles and standing committee highlights.</p> <p><develop IFNA website content> Website pages do not reflect the work that is being done. Content needs to be updated. Janice Bell has asked co-chairs to review their page and identify updates they would like to make to the Education, Practice, and Research committees website pages. Fabulous work the Education, Research, and Practice Committees are doing is not reflected on the website</p> <p>Resignation of Dr. Wendy Looman from the IFNA Communications Committee Has served for 12 years. Grateful thanks to Wendy, for her dedication over all these years.</p>
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Agenda Topic:	Conference Planning Committee (June Horowitz)
Update	<p>The CPC for IFNC16 met on April 18 and meets again on May 16. Main agenda items:</p> <ul style="list-style-type: none"> • Review draft contract from Dublin City University (DCU), if available. CPC confirmed that venue in School of Nursing at DCU will work well for anticipated attendees and format. Request is in process to DCU for a contract to confirm dates (third week of June, 2023), venue, costs. • Discuss recommendations for speakers and decide on invitations and alternates. • Discuss hybrid format options considering potential costs and logistics. • Challenges: Many but primarily unknowns re: 1. COVID and economy re: in-person attendance; 2. how we could manage some virtual conference offerings without too high costs or unmanageable logistics, including time zone issues. <p>Once dates and venue are confirmed, CPC will send an update to BOD, RAC, and Communications & Research Committees. All help, patience, and input appreciated. Call for abstracts to follow, likely July to Oct.</p> <p>Conference Theme:</p>

	<p>Global Innovations in Family Nursing: Advancing Family Health At this time the budget, location details, and challenges continue to be addressed:</p> <ul style="list-style-type: none"> • Live Streaming options are being explored; however, with the time zones of IFNA global members the idea of live streaming to no participants should be considered. The budget is being prepared. • Waiting for contracts from Dublin location to identify dates and no penalties. • CPC is discussing streaming options and the transition from virtual to in-person. Board recognized the unknowns that exist in this situation but the need to act with a plan for cost-saving measures and realistic options in place. • Board members recognized that some member(s) may have more desire for global travel while others may continue to have financial or other constraints. • The possibilities of creating another survey to identify member(s) thinking related to travel. Yet, prior survey indicated member(s) wanted face to face with hybrid if possible and wanted Dublin location. • Board discussed the strengths of in person conferences for International Family Nursing Association that encourage networking and connections that retains and sustains members. • Overall, Board supports the in-person conference for IFNA that is being planned. • Board supports CPC in efforts to continue moving forward with an in person-conference planning since the conference is a strength of our association.
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Agenda Topic:	Education Committee (Sandra Eggenberger)
Update	Education Committee subcommittees met last month with full committee meeting next week.

Agenda Topic:	Membership Committee (Cristina Garcia-Vivar)
Update	<p>Cristina Garcia -Vivar and Debbie Zaparoni suggested that membership committee may appreciate additional members, as they are a small number. Board noted that these unprecedented times with global situations have created challenges for membership to IFNA. Board discussed ideas of forming a working group to help implementation of membership strategies discussed in the past.</p> <p>Board expressed gratitude for an endowed chair, Dr. Jyu-Lin Chen's, actions to support membership by providing funds for members. Prior minutes indicated the board suggested membership committee develop the processes to support distribution of these funds. Membership committee may need support or guidance to implement a policy and procedure. Processes and procedures to distribute financial support for membership (donations, scholarships, endowment support) need to be developed. Board members suggested exploring use of the student application process used last year to support student attendance at IFNC; possibly this could be a model for distribution of these funds. A goal is developing a process that could be used as a model for other donations and future monetary support for memberships.</p> <p>Board members explored following:</p> <ul style="list-style-type: none"> • Petra Brysiewicz is developing procedures for the pilot related to low-income membership proposal. • Group discounted prices for membership, decreasing costs if joining membership for two years. • Creative ways to develop membership processes need to be explored, such as discounts for two year membership and discounts for conference registration • A scoping of other global groups was discussed; however, membership committee has completed this work in the past. • Task force or a few board members adding more support to membership • Costs of membership to IFNA does not seem to be excessive, in comparison to other organizations.
Action:	IFNA President will offer to meet with chairperson to identify ways of supporting the

	<p>committee. A subsequent meeting may include board liaison.</p> <p>Board will continue to discuss ways to support processes and procedures.</p> <p>Debbie Zaparoni will explore membership list to see if others invited to join membership committee.</p>
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Agenda Topic:	Nominating Committee (Lindsay Smith)
Update	Election ballot is open through May 27 th .

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

Agenda Topic:	Research Committee (Kristen Abbott-Anderson / Suja Somanadhan)
Update	<p>The Research Committee meeting held April 26, 2022, was the biannual ALL member Research Group meeting.</p> <p>An extensive report and discussion were provided about the NINR Round Table by Mirinda Tyo and Natalie McAndrew:</p> <p>NINR Research Priorities:</p> <ul style="list-style-type: none"> • Health Equity • Social Determinants of Health (SDOH) • Population and Community Health • Prevention and Health Promotion • Systems and models of care: bridge clinical and community care <p>Family Nursing Considerations:</p> <ul style="list-style-type: none"> • Develop family-centered to address the social determinants of health using a holistic approach • Patient & family engagement is key to assessment and intervention regarding social needs of patients and their families • Structural change is required to address health disparities, including changes to health policy and healthcare delivery • Identify ways that structural racism contributes to health inequalities and impact on family health • Harness the potential of the electronic health record to obtain data related to the families' social risks and needs • Improve transitions in care and discharge readiness • Develop partnerships with community agencies and advocacy to ensure equitable resource allocation • Explore how social needs and connection to resources impact health outcomes for patients and their families <p>Strategical Question posed: with shift of NINR to less of a topically focused agenda; How do we transition from a topical lens to new strategic plan to build on our current work and transition our lens?</p> <hr/> <p>Sub-committee reports</p> <p>Dyadic research (K. Lyons): meet next month; working on publication state of the science of dyadic research</p> <p>Research Connections (E. Hodges): Looking for partners to join Eric/establish a place where researchers/new researchers can collaborate. Email Cindy/Kim if interested</p> <p>Family Measures (M. Van Riper): Meet 4/29; updating status of surveys/next steps. Possible manuscript about family measures/discussed with Janice</p> <p>International Research Collaboration Subcommittee (K. Roberts, D. Sheppard-LeMoine): Family Care ICU cluster: working on 3 projects (PC/ICU & COVID/Family care in ICU); Peds cluster: has 2 reviews- qual/quant with manuscripts in process for quant; Translation/implementation: review; small group looking at policy- goal is commentary paper</p>

	<p>(2-3 part) with draft in 1-2 months. Petra & Cindy working on tool kit for policy; Lindsay-systematic review of nurses' engagement in policy.</p> <p>JFN: Family synthesis journal theme—deadline June 15th—send Kathy Knafel and email if interested (co-editing)</p> <p>Family/family research ethics (K. Pyke-Grimm, M. dos Santos, K. Mooney-Doyle): Approval for sending survey; in process of creating the survey for distribution Mid-May</p> <p>Strategic Dissemination Subcommittee (P. Nersesian): Continues to be small but mighty; Soliciting those interested to join. Email Melissa.</p> <p>Webinar collaboration: Scoping Review in partnership with education Committee Co-chairs: Shelley Spurr & Jill Bally: Work moving forward</p>
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Agenda Topic:	Resource Advancement Committee (Veronica Lambert)
Discussion:	<p>RAC met on May 3rd. Agenda topic was reviewing, discussing, and refining the PowerPoint and plans to host the focus group meetings with key national and international global leaders. Focus interview meetings are underway to assist with “reimagining” the Sponsorship Prospectus.</p> <p>There has been inquiry about organizational/institutional membership options from Susan Sullivan-Bolyai (UMass) via a partnering University in China. RAC is reviewing prior requests for this type of membership option and considering possible directions.</p> <p>The timeline is compressed this year not only for our committee, but other IFNA Committees as we still do not have the confirmed dates of the conference nor registration information/timeline; by this time in previous Conferences, we will have already raised 50% of the funds.</p>

Additional Agenda Items	
	<p>Position Statements Debbie Zaparoni noted the need to review the specified time frame for reviewing, updating, and noting the position statements. The specified time for position statement reviews needs to be checked.</p> <p>Policy Committee Noted the need for a group of individuals to look at IFNA policies.</p> <p>Membership Sponsorship Processes Discussion will continue in future.</p>
Action:	Debbie Zaparoni agreed to check the policies related to position statement reviews and report to the board and relevant committee.

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

June 9th 8:00am – 10:00am EST