

**IFNA Minutes
Board of Directors -
Conference Call
May 11, 2023
8:00am – 10:00am EST**

<https://zoom.us/j/94775367617?pwd=c3hFeDB2MDRTWU9Xc1FtcEN2NWtGdz09>

Meeting ID: 947 7536 7617

Passcode: **BOARD**

One tap mobile

+13126266799,,94775367617#,,,,*042156# US (Chicago)

+19292056099,,94775367617#,,,,*042156# US (New York)

Dial by your location

Meeting ID: 947 7536 7617

Passcode: 042156

Find your local number: <https://zoom.us/u/a273Dpw9e>

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, Petra Brysiewicz, Suja Somanadhan, Teresa Gutiérrez-Alemán, Elisabeth Coyne, Kristen Abbott-Anderson, June Horowitz, Lindsay Smith, Junko Honda, Staff: Debbie Zaparoni
Unable to Attend:	Veronica Lambert
Guests:	
Minutes compiled by:	Elisabeth Coyne

Agenda Topic: 0805 - 0810	Approval of prior minutes (Veronica Swallow) (Attachment)
Motion to Approve	Motion made by JH Seconded KA Board approved the minutes.

Agenda Topic: 0810 - 0815	Financial Report (Veronica Lambert) (Attachment)
Motion to Approve	Deferred to June meeting.
Updates / Action Points from prior minutes	

Agenda Topic: 0815 - 0825	Inquiry from Portuguese Society of Family Health Nursing (SPESF)
Discussion	The Portuguese Society of Family Health Nursing (SPESF) is a non-profit association that aims to: <ul style="list-style-type: none"> • Contribute to the study of the epistemological and theoretical assumptions of Family Health Nursing, as a specialized domain of Nursing;

	<ul style="list-style-type: none"> • Contribute to the study and investigation that promotes clinical decision-making in Family Health Nursing; • Conduct training courses, scientific sessions, colloquia and seminars for informative and training purposes aimed at people and entities, interested in the theoretical and practical aspects related to Family Health Nursing; • Disseminate and publish your scientific activity in publications of the specialty and others; • Collaborate with Professional Orders, societies, schools and foreign institutes or other entities, in research and scientific, theoretical and applied studies, related to Family Health Nursing; • Collaborate with the Portuguese Board of Nurses in the development of the Family Health Nursing Specialty. <p><i>To reach our mission to develop strategies that promote professional skills in Family Health Nursing, with a view to optimizing responses to the needs of families, we believe that it would be an asset to have your partnership.</i></p> <p>The development of synergies for the health of families will make our mission stronger!</p>
Updates / Action Points from prior minutes	<p>-Presentation from DZ re the background to this. SS noted the collaborative grants which may be possible. EC and JH noted that there are several other countries that have family nursing association and groups so would need to ensure clear understanding of engagement.</p> <p>-VS, JH and DZ will meet with Sonja Meiers to glean further information when Sonja offers some date/time options</p> <p>Need to follow up with more information regarding collaboration and expectations.</p>

Agenda Topic: 0825 - 0830	IFNA Business Meeting at IFNC15
Discussion	Slide templates will be sent to the IFNA Committee, Chapters, and IFN Foundation to prepare their presentations for IFNC16.
Updates / Action Points from prior minutes	<p>VS slides for conference.</p> <p>Invite all IFNA members to business meeting and encourage attendance</p> <p>DZ highlighted 15 groups @5 mins EC said 1min, LS JH and others agreed 3 slides QR code for details or oxford abstract system 3 mins bell for timing DZ will help generate QR codes for groups</p>

Agenda Topic: 0830 - 0835	IFN Foundation
Discussion:	<ul style="list-style-type: none"> • Next Foundation Board meeting to be held 6th June • Building on discussion at the April IFNA Board, plans for Foundation and RAC activities at IFNC-16 were discussed between VS (Board Liaison) and RAC and Foundation Leaders • Members continue to search for External Grants, one option being followed up. <p>Reconciled the Center for Global Partnership - Japan Foundation Grant. Finalizing the digital briefcase from the grant.</p>
Follow up:	VS discussed the progress
Person Responsible:	

0835 – 0955 – Chapter, Student Engagement Group and Committee Updates / Reports

Agenda Topic:	Chapters
Discussion	African Chapter

	<p>Planning for a new webinar completed – scheduled for 17 May 2023. A chapter member will present work based on her PhD; “letting the family’s voice guide you in your nursing practice”.</p> <p>Some chapter members preparing their presentations for IFNA conference.</p> <p>Australia / New Zealand Chapter May Newsletter - Go to this Sway</p> <p>UK & Ireland Chapter</p> <ul style="list-style-type: none"> • Meeting held 27th April • Volunteer coordinator/intern commenced to work part time • Spring newsletter being prepared for circulation. • Early Career Researcher (ECR) Webinar arranged for 22nd May – all are very welcome- see attached flyer with link to register on page 1 • Next Chapter Exec meeting to be held during IFNC16
	<p>DZ asked if African webinar was open to all members? As she can send out invite</p> <p>EC asked re chapter meeting at conference. DZ said she will work with JH to achieve time for committee meetings</p>

Agenda Topic:	Student Engagement Group Update (Lindsay Smith)
Discussion:	LS- Students keen to come and meet at conference

Agenda Topic:	Awards Committee (Veronica Swallow)
Update	<ul style="list-style-type: none"> • Successful awardees and nominators in the categories: <i>Excellence in family nursing, Innovative Contribution to Family Nursing and Rising Star</i> have been notified. • Time allocated on the IFNC16 programme during the Opening Ceremony for presentation of the 2023 awards and recognition of the 2021 awards that could not be presented in person because the conference was virtual • Janice Bell and Joel Anderson are preparing 2023 IFNA Awardee pages for the IFNA website and newsletter

Agenda Topic:	Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)
Update	<p>No meeting scheduled at this time; no updates.</p> <p>LS noted the progress is steady and asked about the voting for bylaws for after the conference. Draft email for voting on bylaws.</p>

Agenda Topic:	Communications Committee (Junko Honda)
Update	<p>Promotion of IFNC16 using social media and IFNC16 page on the website. To follow up with IFNF to get information about the scholarship recipients.</p> <p>Updates from web manager</p> <ul style="list-style-type: none"> · Peter will set up singular page to continuously update the analytics for the website. · Visitors to the site have increased month over month, with a little bit more engagement from users. <ul style="list-style-type: none"> • Majority from Google; SEO has increased listing. • Fewer from social media (Twitter, LinkedIn) • Most on conference pages <ul style="list-style-type: none"> · Targets for users to track: • Currently tracking new subscribers to newsletter • New things to measure: <ul style="list-style-type: none"> § New member registrations § Position statement traffic/downloads

	<p>Communications Committee continue to discuss how we drive more traffic to the resources on the website.</p> <p>DZ noted the new web manager Peter was going well but she was unable to attend the meeting with Peter</p>
--	---

Agenda Topic:	Conference Planning Committee (June Horowitz)
Update	<p>CPC report</p> <ul style="list-style-type: none"> • The CPC met May 1 and will meet again on May 15. • Arrangements for the conference banquet have been finalized for a dinner with Irish show. Transportation from DCU to the venue will be included. Debbie will be sending out information as soon as details about cost per person and VAT are finalized. • Closing entertainment has been planned. • Debbie and CPC Co-Chairs continue to meet with DCU local planning committee and conference planners to manage the many details leading up to the conference. Thanks to the LPC and particularly to Veronica Lambert for her leadership and support from DCU. • Registrations for the face-to-face meeting are at approximately 291, and some virtual registrations have been made, approx. 20-25 to date. We anticipate additional virtual registrations to come in. <p>The deadline for booking accommodations at DCU at the conference rate passed this week.</p>
	<p>JH updated the range of meeting to enable conference to deliver bet outcomes. Discussion with DCU and DZ and working out details especially hybrid mode.</p> <p>DZ noted approval for CEUs [professional development hours] 17.5 for USA attendees, certificates provided, maybe a survey for certificate for attendance and presentation.</p> <p>Registration 291 current DZ noted that a % of people have not registered for conference who have presentations.</p>
	<p>JH brought up the next conference country. EC highlighted that Australia may be interested in hosting conference. SS noted that Perth may be an option which is closer for travel. SS noted that other areas in Europe Spain are often cheaper and easy to travel to.</p>

Agenda Topic:	Education Committee (Teresa Gutiérrez-Alemán)
Update	No meeting

Agenda Topic:	Membership Committee (Kristen Abbott-Anderson / Suja Somanadhan)
Update	Next meeting scheduled for Monday, May 22 nd .
Action:	

Agenda Topic:	Nominating Committee (Elisabeth Coyne)
Update	<p>The voting ballot is open! Communications have been sent via Survey Monkey, with an additional email sent via the membership management system to IFNA active members.</p> <p>Ballot will close on Tuesday, May 23rd.</p> <p>DZ encouraged need to vote</p>

Agenda Topic:	Practice Committee (Petra Brysiewicz)
Update	<p>Meeting held 24 April 2023</p> <p>Updates and sharing from committee members.</p> <p>Discussion regarding the need to elect new Chairs of IFNA Practice Committee. Both current chairs and very committed to support and mentorship of new chairs as needed. All committee members encouraged to consider this important role.</p> <p>IFNA Global Family Nursing Initiatives Project: A global shift in understanding family nursing practice – working on collecting the stories continues and student research assistants were on break. Starting up again and in the final stretch collecting stories.</p> <p>Position Statements Dissemination Project – working on the scoping review with committee members – including members from Education Committee. This project is going extremely well. Data abstraction completed and starting the write up.</p> <p>Working on “Caring for refugees” – no current progress to report. Been focusing on the other projects and will resume with this.</p>

Agenda Topic:	Research Committee (Suja Somanadhan)
Update	<p>Biannual All-Member Research Committee Meeting was held on the 25th of April, and all the sub-committee offered a short report about activities, engagements and publications.</p> <ul style="list-style-type: none"> • Dyadic research • Research Connections • Family Measures • International Research Collaboration Subcommittee • Strategic Dissemination Subcommittee • Family research ethics presented a short presentation on family ethics as a subcommittee. They aim to explore the intersection of ethics, family research, practice, education and policy. 116/460 IFNA Members completed the survey (25% response rate), 40% endorsed interest in learning about or working in family ethics, and ~ 60% reported engagement in ethics in clinical, research or education settings. Also offered an overview of the collaborative process for a family ethics seminar creation and topics delivered as part of the seminar, including ethical discourse, family ethics and global learning.
	SS noted Very active committee meeting tonight and finalizing analysis of one of the projects.

Agenda Topic:	Resource Advancement Committee (Veronica Lambert)
Discussion:	The RAC continue their fundraising efforts for IFNC16. They have just slightly exceeded their goal of \$60,000. Pot of Gold, membership challenge, will remain open through the conference. They are preparing for a Poster at the conference.
	IFNA Board are very grateful to all RAC members for their ongoing and very successful efforts to raise funds for IFNA

Additional items	
------------------	--

Agenda Topic: 0955 - 1000	<p>Process Meeting:</p> <p>What went well? EC noted the submitted reports was very good as it ensured accurate notes from meetings</p> <p>What can we improve upon?</p>
------------------------------	--

Next IFNA Board Meeting

June 8, 2023 8:00am – 10:00am EST