

**IFNA Minutes
Board of Directors -
Conference Call
January 9, 2025
7:00am – 9:00am EST**

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:	June Horowitz, Teresa Gutiérrez-Alemán, Junko Honda, Elisabeth Coyne, Karyn Roberts, Debbie Sheppard-LeMoine, Suja Somanadhan, Kristen Abbott-Anderson,
(Board Members n-10, Quorum n-6)	Staff: Debbie Zaparoni
Unable to Attend:	Lindsay Smith, Petra Brysiewicz
Guests:	
Minutes compiled by:	Elisabeth Coyne

Agenda Topic: 0705 - 0710	Approval of prior minutes (June Horowitz) (Attachment)
Motion to Approve	December Minutes One comment re section on mentorship, which had no entry and was removed as no board discussion. December Minutes accepted with corrections to names and other grammar changes. Kristen Abbott-Anderson made a motion to accept the minutes as correct. Motion was seconded by Teresa Gutiérrez-Alemán. Board voted; minutes were accepted. Suja Somanadhan was an abstention as she was not at the meeting.

Agenda Topic: 0710 - 0715	Financial Report (Suja Somanadhan) (Attachment)
	Due to year-end closing and early date of this meeting. Financials were not yet completed for December. Will report on year-end financials at the February meeting.

Agenda Topic: 0715 – 0735	IFNA Website – Failed Launch (Debbie Zaparoni)
Discussion	<p>Email received for Vigilante Marketing <i>Friday 12/20 At 3:00 PM, we attempted to launch the website, but the initial process did not complete successfully. We immediately contacted our hosting provider's support team for assistance. During their intervention, an unforeseen and serious issue occurred, resulting in the staging site's database being wiped entirely. Unfortunately, this also affected all the work we had done on the staging site.</i></p> <p><i>We have confirmed with the hosting provider that their backup system only takes snapshots of the live site's database and not the staging environment, meaning there are no usable backups of the staging site records. Despite our tireless efforts working with their team to recover any data, it has become clear that recovery is not possible.</i></p> <p><i>We are deeply sorry for this unexpected and unfortunate outcome. Please know that we are taking full responsibility and are committed to rebuilding the website immediately. We estimate</i></p>

	<i>that it will take us approximately one month to recreate the site and return it to the state it was in prior to this incident.</i>
Person Responsible	Debbie Zaporoni will follow up with the Vigilante Marketing to identify time frame of the new website.

Agenda Topic: 0735 – 0745	Call for Nominations
Discussion	<p>Nominating Committee – Meeting scheduled for January 14th Chair: Mandie Jane Foster (New Zealand) - mandie.foster@aut.ac.nz Co-chair: Beth Cosgrove (USA) - beth11@email.unc.edu Members: Anne Ersig (USA) - anne.ersig@wisc.edu (2024 - 2026) Valerie Toly (USA) vab@case.edu (2024 - 2026) Mirinda Tyo (USA) - mtyo@umassd.edu (2023 – 2025) IFNA Board Liaison: <i>Elisabeth Coyne</i> IFNA Admin: Debbie Zaporoni – Debbie@internationalfamilynursing.org</p> <p>2025 Vacancies (7)</p> <p>5 Board Positions President-Elect - Open</p> <p>Treasurer, Suja Somanadhan (unable to run)</p> <p>Directors (3) (Kristen Abbott-Anderson, Karyn Roberts, Lindsay Smith)</p> <p>Remaining (6) J. Horowitz, P. Brysiewicz, E. Coyne, D. Sheppard-LeMoine, J. Honda, T. Guitierrez-Aleman</p> <p>2 Nominating Committee (Mandie Foster, and Mirinda Tyo)</p> <p>Debbie Zaporoni asked if board members were interested please message her. Suja Somanadhan thanked the board for their support. June Horowitz thanked the board members for their time and Suja Somanadhan for her work as treasurer.</p>
Person Responsible	

Agenda Topic: 0745 – 0800	Request – Distribution of Survey – Astound Study (Suja Somanadhan) (attachments)
Discussion	<p><i>Email from S. Somanadhan</i></p> <p><i>This survey aims to map how pre-registration education prepares student nurses worldwide to care for neonates, infants, children, young people, and their families. Hopefully, it will facilitate a better understanding of the education, theory, and practice students undertake to gain the professional registration required to work with this population.</i></p> <p><i>They have received IRB/ethics approval from their university. I've attached the letter of approval and other relevant documents for the January IFNA Board review. I kindly request the Board's consideration and approval to reach out to IFNA members globally to maximize the survey's reach.</i></p> <p>Suja Somanadhan explained the project and the expectations of IFNA with the project. Elisabeth Coyne noted the ethics approval could be added to ensure clarity. Teresa Gutiérrez-Alemán shared it may be good to share across the chapters and research committee. Suja Somanadhan asked for the board discussion on how to distribute the survey. The board discussion agreed on distribution via the chapters, education and research committee but also a general send out via the IFNA members. Karyn Roberts noted the importance of acknowledging the endorsement of IFNA. Junko Honda agreed with the acknowledgement and shared how the research may be useful for future standards.</p>

	Discussion followed about how to support and manage future research but also ensure the IFNA standards are maintained. Other board members shared how other organizations have a form for researchers to complete when requesting survey distribution. A note will be added to the flyer to identify that IFNA endorses this research.
Person Responsible	Debbie Zaporoni will distribute the invitation.

Agenda Topic: 0800 – 0805	Mentorship Program (June Horowitz)
Discussion	Karyn Roberts followed up with Cindy Danford and Kim Mooney-Doyle. They responded that they are regrouping after the holidays and family needs and will let us know where they are at in the near future.

Agenda Topic: 0805 – 0810	IFN Foundation (June Horowitz)
Discussion	June Horowitz shared how the foundation had been active with trying to increase support for IFNA as a targeted approach to people. There was a need for further clarification between the Foundation and RAC leadership with the approaches. This was discussed in a meeting with June Horowitz and Debbie Zaporoni and the leaders from RAC and Foundation to clarify the approach of the Foundation. The Foundation is progressing with ideas for fundraising for IFNA.

Agenda Topic:	Resource Advancement Committee Meeting (Conference Sponsorship Committee)
Update	Suja Somanadhan expressed the depth of work that the RAC does and how passionate they are for identifying and securing sponsorship support for IFNA conference. June Horowitz sent thanks to RAC and Suja Somanadhan and Debbie Sheppard-LeMoine for their continued work.

0810 – 0855 – Chapter, Student Engagement Group and Committee Updates / Reports

Chapters	<p>AusNZ https://sway.cloud.microsoft/tRCynlWySe8DCEhC?ref=Link</p> <p>African No update</p> <p>Ibero-American No meeting</p> <p>UK and Ireland Meeting 1st week of December, aiming for more members across Scotland and Ireland. Plan for the next years webinar has been developed. Suja Somanadhan noted that when she steps down from the board a new connection with the board will be needed. Debbie Zaporoni noted that chapter chairs can be invited to the board meeting and also encouraged to provide updates.</p>
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Agenda Topic:	Student Engagement Group Update (Lindsay Smith)
Update	No update, Lindsay Smith not on the meeting.

Agenda Topic:	Awards Committee (Karyn Roberts) (Attachment)
Update	A list of prior awardees is attached. 14 th February 2025-close 15 th February-28 th February 2025 Awards committee assess the applications and rank these by award

	<p>Early March-committee meet to discuss rankings 7th March 2025 successful nominees informed Karyn Roberts asked could the link or list to the past awardees be clearly available to encourage people to apply. June Horowitz shared how it would be nice to award and honour Suzanne Feetham for her contribution. The board supported this idea and maybe a president's award could be awarded.</p> <p>Karyn Roberts will inform the Awards committee. At this time, no specific action needed from the Awards Committee.</p> <p>Karyn Roberts made a motion to have a President's Award to honour Suzanne Feetham. Motion was seconded by Debbie Sheppard-LeMoine. Board voted; motion was accepted.</p>
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Agenda Topic:	Bylaws Committee (Lindsay Smith / Elisabeth Coyne)
Update	Debbie Zaparoni has been formatting and checking the document for clarity of writing. June Horowitz suggested that the edited/formatted document be sent back to the Bylaws committee for a final review and next steps.

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

Agenda Topic:	Conference Planning Committee (Petra Brysiewicz)
Update	No report from Petra Brysiewicz. The call for late abstracts has been circulated. The IFNA website has the conference information, registration and accommodation. Question from Junko Honda about the publication of accepted abstracts in the Journal of Family Nursing. Debbie Zaparoni explained that the Foundation is using this as a fund-raising option as the publication of abstracts will cost about \$100 US dollars. Debbie Zaparoni explained that about 30 late breaking submissions have been submitted.

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

Agenda Topic:	Membership Committee (Kristen Abbott-Anderson)
Update	No meeting held. Next meeting January 27, 2025
Action:	

Agenda Topic:	Nominating Committee (Elisabeth Coyne)
Update	Call for nominations as per earlier agenda point.

Agenda Topic:	Practice Committee (Petra Brysiewicz / Teresa Gutiérrez-Alemán)
Update	No meeting held

Agenda Topic:	Research Committee (Suja Somanadhan / Karyn Roberts)
Update	No update, committee did not meet in December. Karyn Roberts shared that one of the committees have submitted an Umbrella review for publication.
Extra items	Teresa Gutiérrez-Alemán asked about the progress of the definition of family nursing. June Horowitz explained that the group led by Sonja Meiers has funding and have been progressing the definition of family nursing.

Next IFNA Board Meeting

February 13, 2025 7:00am – 9:00am EST