

IFNA Minutes
Board of Directors -
Conference Call
July 10, 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: (Board Members n-10, Quorum n-6)	Petra Brysiewicz, June Horowitz, Teresa Gutiérrez-Alemán, Elisabeth Coyne, Maria do Céu Barbieri-Figueiredo, Kim Mooney-Doyle, Barbara Giambra, Lindsay Smith, Debbie Sheppard-LeMoine Staff: Debbie Zaparoni
Unable to Attend:	Junko Honda
Guests:	
Minutes compiled by:	Elisabeth Coyne

Agenda Topic: 0705 - 0710	Welcome to new incoming Board Members Maria do Céu Barbieri-Figueiredo Barbara Giambra Kim Mooney-Doyle

Agenda Topic: 0710 - 0720	Approval of prior minutes (Petra Brysiewicz) (Attachment)
Motion to Approve	May Minutes reviewed. June Horowitz made a motion to accept the minutes as correct. Motion was seconded by Debbie Sheppard-LeMoine. The board voted; minutes were accepted. Maria do Céu Barbieri-Figueiredo, Kim Mooney-Doyle, Barbara Giambra were abstentions as not present at the May meeting.

Agenda Topic: 0720 - 0725	Financial Report (Debbie Zaparoni) Attachment
	June Financials Income was \$9,195 (Registrations/Membership/Sponsorship). Expenses were \$69,717.21 (Conference expenses and Management Fees). Overall loss of \$60,522.21 The conference financials remain fluid. Debbie Zaparoni continues to work with the conference finances, sponsorship money, tax recovery, and refund money from Crown Perth. Debbie Zaparoni noted she would meet with Barbie Giambra regarding the financial report.
Discussion	Petra Brysiewicz thanked Debbie Zaparoni for the financial report and asked that the conference financial report be an agenda item for next meeting.

Agenda Topic: 0725 - 0735	Board (Director) Vacancy Petra Brysiewicz explained that with Junko Honda moving to president elect there is a vacancy on the board.
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	<p>Debbie Zaparoni explained per the IFNA Bylaws the board can appoint a new board member by either utilizing the recent voting results or board choice. It is a one-year term.</p> <p>There was discussion that the person who got the highest votes by the members be asked if they would be willing to serve on the board.</p> <p>Debbie Zaparoni provided Hans-Peter deRuiter received the next highest number of votes.</p> <p>June Horowitz moved to nominate Hans-Peter deRuiter for 1 year term to complete Junko's term. If he declines then move to the next person with higher votes. Teresa Gutiérrez-Alemán seconded the motion and the board votes to accept the motion.</p>
Discussion	Debbie Zaparoni will work with Petra to email the proposed director and explain the offer for board member.

Agenda Topic: 0735 - 0745	<p>Board Orientation (Attachment)</p> <p>Debbie Zaparoni explained the orientation booklet and Petra Brysiewicz suggested all board members review the orientation booklet. The new members expressed that they would review and come to the next meeting with questions.</p>
Discussion	Debbie Zaparoni will place this on the agenda for next month.

Agenda Topic: 0745 - 0750	Future Board Meeting Schedule
Discussion	Petra Brysiewicz opened the conversation of the time zones and the board agreed that the currently scheduled time and day worked.

Agenda Topic: 0750 – 0810	Board Liaison Assignments
Discussion	<p>The Board Liaison role / responsibilities</p> <ol style="list-style-type: none"> 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. 2. Creating a monthly report/summary 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. *Minutes from committee meeting should not be submitted as the monthly report/summary. 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 approval. <p>Current Assignments</p> <p>Awards – VACANT Barbie Giambra</p> <p>Bylaws – Lindsay Smith (chair) and Elisabeth Coyne</p> <p>Communications – Junko Honda</p> <p>Conference Planning – June Horowitz (Petra Brysiewicz)</p> <p>Education – Teresa Gutiérrez-Alemán</p> <p>Membership – VACANT Maria do Céu Barbieri-Figueiredo,</p> <p>Nominating – Elisabeth Coyne</p> <p>Practice - Teresa Gutiérrez-Alemán (Petra Brysiewicz)</p> <p>Research – VACANT Kim Mooney-Doyle</p> <p>Resource Advancement – Debbie Sheppard-LeMoine</p>

	IFN Foundation – June Horowitz
Discussion	<p>Lindsay Smith explained his position as chair of bylaws and also assisting with the student engagement committee. Petra Brysiewicz thanked him for this and this enables consistency. Teresa Gutiérrez-Alemán also shared that for consistency she was happy to continue in her role in the education.</p> <p>Teresa Gutiérrez-Alemán brought up the concerns of time zones and meeting attendance. Barbie Giambra agreed to be liaison for the awards committee</p> <p>Kim Mooney-Doyle happy to be research committee liaison</p> <p>Maria do Céu Barbieri-Figueiredo could be for the membership committee</p> <p>The new director can be added once they are confirmed.</p>

Agenda Topic: 8:10 – 8:15	IFN Foundation
Discussion	<p>June Horowitz brief report, meeting coming soon. The Foundation raised money for the conference and their profile was raised by an active presence at the conference.</p> <p>The offer of a special issue in the Journal of Family Nursing for publication of the abstracts from the conference. Debbie Zaparoni will follow this up over the next few weeks.</p> <p>Debbie Sheppard-LeMoine asked about the possibility of the E-book be published in the Journal as well with the link to the E-book. Petra suggested the communications committee might share the E-book and it could be linked in the IFNA website.</p>

0815 – 0855 – Chapter, Student Engagement Group and Committee Updates / Reports

Chapters	<p>AusNZ – July Newsletter</p> <p>Elisabeth Coyne shared how the chapter met on Wednesday 9 July and discussed their next ideas for a research project.</p> <p>African</p> <p>Petra Brysiewicz said they had a meeting yesterday working on scoping review project and moving forward well.</p> <p>UK Ireland</p> <p>Debbie Zaparoni shared how she would continue to liaise with Suja Somanadhan for reports from the chapter.</p> <p>Ibero-American</p> <p>Teresa Gutiérrez-Alemán shared how they presented their workshop at the conference and next meeting to be held soon and they continue with the scoping review. Working hard and building the chapter.</p>
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Agenda Topic:	Student Engagement Group Update (Lindsay Smith)
Update	<p>SEG report 10th July 2025</p> <p>A successful meeting was held during IFNC17, where a proposed initiative to expand the Student Engagement Group (SEG) was presented and discussed. The expansion aims to include early-career Family Nurses engaged in research, education, or practice.</p> <p>The SEG meeting was attended by Professor Petra Brysiewicz, President elect of IFNA, and Dr Cynthia Danford, co-Chair of the Research Committee and IFNC17 Chair. A welcome message was shared via video from Wendi Smith, Chair of the Student Engagement Group. The ongoing support from the IFNA Board and Committees is gratefully acknowledged.</p> <p>An online survey inviting expressions of interest in participating in the newly expanded community of interest received nine responses during IFNC17.</p>
	Lindsay Smith asked Debbie Zaparoni to share the broader invitation with all IFNA members for further distribution to potential participants.

Agenda Topic:	Awards Committee
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Update	Debbie Zaparoni shared how she brought home the awards that were not presented and these have been sent to the awardees.
Agenda Topic:	Bylaws Committee (Lindsay Smith / Elisabeth Coyne)
Update	Debbie Zaparoni shared how this is on her job list to send the bylaws out via email to members.
Agenda Topic:	Communications Committee (Junko Honda)
Update	No specific update.
Agenda Topic:	Conference Planning Committee (Petra Brysiewicz)
Update	<p>Petra Brysiewicz suggested a thank you to the conference committee and the local organizing committee for their work.</p> <p>Teresa Gutiérrez-Alemán and the board wanted to thank Debbie Zaparoni and her team for their hard work and show the boards appreciation.</p>
Agenda Topic:	Education Committee (Teresa Gutiérrez-Alemán)
Update	Teresa Gutiérrez-Alemán shared this report. Informal meeting at the conference with three new members joining the committee. The meeting had a high attendance, and this was a good way to boost the committee. Next meeting next month. They are working hard with the focus group research and the position statements.
Agenda Topic:	Membership Committee outgoing board member Kristen Abbott-Anderson's report
Update	<p>June 19, 2025 at IFNC17</p> <p><u>In attendance:</u> Existing Members: Cheryl Corbett (Co-Chair), Jyu-Lin, Beth Cosgrove New in attendance: Liz Coleman, Minnesota State University, Mankato; Kelly Newlin, University of Connecticut; and Kelly Lewer, Australian Catholic University</p> <p><u>Meeting Content</u> Introductions were made and contact information was collected. Co-Chair Cheryl provided an overview of the committee's responsibilities and provided a preview to the report she shared in the business meeting.</p> <p>There was general discussion about IFNA as an organization and potential areas for growth (in terms of new member outreach and retention). The group would like to see more offerings such as webinars, especially in off-conference years. The new members expressed a wish for an easier and more consistent way to sign up for committees- perhaps a link on the website for each committee, or some other method that would be more accessible.</p> <p>BOD Liaison informed committee that I will be stepping off the board and that a new Liaison will be established for this committee. The Co-Chair invited the liaison to consider becoming a member of the committee—and the liaison will consider this invitation.</p> <p>Note: Kathy Knafl was unable to attend the conference and this meeting. She has been instrumental in moving work ahead in this committee, therefore, an update will be provided to her about our meeting at the conference.</p>

	<i>Thank you for the opportunity to serve on the Board of Directors these past four years-- and to serve as liaison to the Membership Committee.~ Kristen</i>
	<p>Petra Brysiewicz will follow up with Kristen Abbott-Anderson about if she would continue with this group.</p> <p>Lindsay Smith and Barbie Giambra discussed how several members asked how to join the different committees.</p> <p>Debbie Zaparoni shared how showing emails of the committee chairs on the website can lead to spam emails, and also updating the website is difficult and knowing where and how updates should go is challenging.</p> <p>Kim Mooney-Doyle also noted the concern of people signing up for committees may need to go through Debbie Zaparoni to ensure membership.</p> <p>Teresa shared that it needs to be explicit that joining the committee is encouraged and maybe this becomes part of the welcome to new members and suggested that maybe a template form could be created and managed by the communications committee.</p> <p>Debbie Zaparoni will check the welcome letter and see if there is information for signing up to the committees.</p> <p><u>In the chat</u></p> <p>Kim Money-Doyle : Maybe an orientation guide for members like the one that exists for BOD.</p> <p>Each Committee could create their page and it could collate the member "how-to"</p> <p>Lindsay Smith: I agree with Teresa that an expanded 'members pack' sent to new members, and perhaps annually to all members, could be an effective approach.</p>

Agenda Topic:	Nominating Committee (Elisabeth Coyne)
Update	No meeting

Agenda Topic:	Practice Committee (Petra Brysiewicz / Teresa Gutiérrez-Alemán)
Update	Teresa Gutierrez-Aleman no report as not able to attend.

Agenda Topic:	Research Committee
Update	Kim Mooney-Doyle reported active committee and discussion about new ideas and progression of leadership.

Agenda Topic:	Resource Advancement Committee Meeting (Conference Sponsorship Committee) (Debbie Sheppard-LeMoine)
Update	Many from RAC were unable to attend but Junko Honda did share a video with them.

Agenda Topic: 0855 - 0900	Process Meeting: Lindsay Smith thanked Petra Brysiewicz for a good first meeting.
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Next IFNA Board Meeting anticipated for August 14