

**IFNA Minutes
Board of Directors -
Conference Call
September 11, 2025
7:00am – 9:00am EDT**

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-12, Quorum n-7)	Petra Brysiewicz, June Horowitz, Teresa Gutiérrez-Alemán, Elisabeth Coyne, Maria do Céu Barbieri-Figueiredo, Kim Mooney-Doyle, Barbara Giambra, Lindsay Smith, Hans Peter-deRuiter, Kristen Abbott-Anderson Staff: Debbie Zaparoni
Unable to Attend:	Junko Honda, Debbie Sheppard-LeMoine
Guests:	
Minutes compiled by:	Elisabeth Coyne

Agenda Topic: 0705-0710	Welcome Back Kristen Abbott-Anderson (Petra Brysiewicz) Kristen has agreed to fill the vacant director position created with the approval of the new Bylaws. Her term is through June 29, 2026.
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Agenda Topic: 0710 - 0720	Approval of prior minutes (Petra Brysiewicz) (Attachment)
Motion to Approve	August Minutes reviewed, June Horowitz made a motion to accept the minutes as correct. Motion was seconded by Barbie Giambra. The board voted; minutes were accepted. Maria do Céu Barbieri-Figueiredo was an abstention as not present at the May meeting.

Agenda Topic: 0720 - 0730	Financial Report (Barbie Giambra) Attachment
	August Financials Income was \$1,750.00 (Membership). Expenses were \$9,386.35 (Conference Expenses and Management Fees). Monthly loss of - \$7,636.35
Discussion	Petra Brysiewicz noted that the board needed time to review the full budget document, and this will be discussed at the next board meeting.

Agenda Topic: 0730 - 0740	Admin Update (Debbie Zaparoni)
	Upcoming Webinars Thursday September 18 th – 10 – 11am EDT <i>IFNC17 Opening Keynote Presentation Ubuntu in Action: Transforming African Paediatric Care Through Family Presence and Belonging</i> – Minette Coetzee Tuesday, September 30 th 11 – 12pm EDT <i>Recruitment and Retention of Hard-to-Reach Populations in Family Research</i> Dennis Flores, Christine Fortney, and Suja Somanadhan

	<p>Tuesday, October 21st 7 – 8pm (EDT – Evening) <i>IFNC17 Closing Keynote Universal Lessons About Inequities and Racism That Affect Perinatal Care</i> - Bep Uink, to be promoted</p> <p>Debbie received an email with an interest in creating a IFNA Nordic Chapter. Debbie provided the chapter charter application form.</p> <p>Added a form on the website to get connected with Committees. Form automated to Debbie to confirm membership and then get connected with the co-chairs.</p>
Discussion	<p>Debbie will connect with Junko Honda to also invite IFNC17 keynote Sakiko Kanbara to present and if there are ways that IFNA can support Dr. Kanbara from a language perspective.</p> <p>Barbie Giambra asked if the webinars were only for IFNA members and conference attendees and if there was an option for non-members. Debbie Zaparoni explained webinar invitations were distributed to all IFNA contacts.</p> <p>Teresa Gutiérrez-Alemán asked if the invitation to new members about joining IFNA committees was developed. Maria do Céu Barbieri-Figueiredo noted that the membership committee had developed a letter to send to conference attendees who were first-time attendees to IFNC17. Barbie Giambra asked if a link could be provided as members pay their membership for invitations to join the committees.</p> <p>Lindsay Smith shared that maybe the word committee is a barrier and maybe a name change which suggested the active and engagement and opportunities for collaborative research be presented.</p> <p>Teresa Gutiérrez-Alemán shared that the term committee is not a word used in some languages and an explanation and welcome may be useful for new members to understand. The committee are the engine of IFNA and a great opportunity to capture the collaborative work the committees do.</p> <p>Petra Brysiewicz noted that these innovative ideas would be good to actively engage with members to join the committees.</p> <p>Ideas such Blogs, infographics, open day for sharing committees can be discussed at the next board meeting.</p>
Action point	Discussion about how to promote committee membership for the next meeting.

Agenda Topic: 0740 - 0750	Institution / Organization Membership (Debbie Zaparoni)
Discussion	<p>Debbie Zaparoni is reviewing the materials previously created and way to move forward with this idea. This would be about potential members, organizational connection and cost factors.</p> <p>Hans Peter-deRuiter shared that the Glen Taylor Institute would be interested in ongoing discussion.</p> <p>Petra Brysiewicz expressed her gratitude to Hans, Director of the Glen Taylor Institute, for their continued support.</p>

Agenda Topic: 0750 – 0800	Board Liaison Assignments
Discussion	<p>The Board Liaison role / responsibilities</p> <p>Current Assignments –</p> <ul style="list-style-type: none"> Awards – Barbie Giambra Bylaws – Lindsay Smith (chair) and Kristen Abbott-Anderson Communications – Junko Honda / Elisabeth Coyne Conference Planning – June Horowitz (Petra Brysiewicz) Education – Teresa Gutiérrez-Alemán / Hans-Peter de Ruiter Membership – Maria do Céu Barbieri-Figueiredo Nominating – Elisabeth Coyne Practice - Teresa Gutiérrez-Alemán / Maria do Céu Barbieri-Figueiredo (Petra Brysiewicz) Research – Kim Mooney-Doyle Conference Sponsorship – Debbie Sheppard-LeMoine / Barbie Giambra IFN Foundation – June Horowitz Student Engagement – Lindsay Smith

	<p>Kristen Abbott-Anderson's role to move to Bylaws.</p> <p>Committee Terms of Reference for 2026 – 2027 (2-years) will be due December 1, 2025. Debbie will prepare the template file for each committee and send it to the co-chairs by end of September.</p>
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Agenda Topic: 0800 - 0810	Strategic Plan (Attachment)
Discussion	<p>Determine and start process for next Strategic Plan</p> <ul style="list-style-type: none"> • 5 year? <p>Petra Brysiewicz shared that the board needs time to review the document.</p> <p>Lindsay Smith noted that the last time a membership survey was completed to have the member's input.</p> <p>June Horowitz discussed that membership input is very important, and the goals need to be written as goals rather than bullet points.</p> <p>Teresa Gutiérrez-Alemán noted that a timeline needs to be developed and then drafts developed and shared. There is also a need for a truly international review.</p> <p>Barbie Giambra shared that she liked the ideas presented and also added that maybe SMART goals should be developed to enable a clear evaluation and progress of the organisation.</p> <p>Hans Peter-deRuiter shared the need for updating and ensuring the goals are inclusive of younger members to ensure sustainability.</p> <p>Petra Brysiewicz summarised the discussion, please all review the strategic plan, think about SMART goals and operationalise the points and short, medium and long term goals. Also find the previous survey and revise for this next membership review of the strategic plan. Small groups would need to work on this to ensure development of a strong strategic plan. Also to include the committees to ensure the goals have their voice as well.</p>
Action	Petra Brysiewicz and Debbie Zaparoni will find the previous survey.

Agenda Topic: 8:10 – 8:15	<p>IFN Foundation</p> <p>Meeting, September 10th</p> <p>IFNC17 Abstract publication submitted to SAGE. Anticipated online publication expected October 2025.</p>
Discussion	<p>June Horowitz said the committee met this week with positive comments about the conference.</p> <p>102 abstracts will be published and this was a fundraiser for the IFN Foundation.</p> <p>The Dublin to Downunder Dash was enjoyed and the T-shirts were a great idea.</p>

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

Chapters	<p>AusNZ – https://sway.cloud.microsoft/joxiHYOR3x2xugUR?ref=email</p> <p>Webinar with paediatric assessment focus for October 15th 4-5pm</p> <p>African</p> <ul style="list-style-type: none"> • Continuing with the scoping review project – proposal refined. Next webinar being planned. • Working on the invitation from one of our members to write an article for the Saudi journal – Journal of Nursing Science; “How do African Cultural Beliefs and Practices Influence Family Involvement in Nursing Care? A mini review”. Small group of 4 <p>UK Ireland</p> <p>No update at this time.</p> <p>Ibero-American</p>
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	Following the scoping review they are developing a manuscript. They are organizing a webinar for the future. They are also discussing the development of their small conference, no details as yet.
Agenda Topic:	Student Engagement Group Update (Lindsay Smith)
Update	No new information.
Agenda Topic:	Awards Committee (Barbara Giambra)
Update	No meeting Debbie Zaparoni noted that the awards need to be added to the website.
Agenda Topic:	Bylaws Committee (Lindsay Smith / Elisabeth Coyne)
Update	No meeting
Agenda Topic:	Communications Committee (Junko Honda / Elisabeth Coyne)
Update	From the Communication Committee, there are no specific updates to report currently.
Agenda Topic:	Conference Planning Committee (June Horowitz / Petra Brysiewicz)
Update	<ul style="list-style-type: none"> • IFNC18 committee to be confirmed. • Debbie sent request for Proposals for IFNC18. Deadline is Monday, September 15th. • Debbie also sent out a survey to entire membership about IFNC18 format, timing, and location. A small group was formed for review of proposals received. Petra, June, Barbie, Cindy Danford, Christine English as conference co-chairs and a member of the Conference Sponsorship Committee will review and provide a recommendation. Emphasis will be on attracting more attendees to support IFNA's financial security. <p>June Horowitz presented that the applications for IFNC18 are due in Monday and the survey to members has been sent and results are ready for discussion. Petra Brysiewicz noted that the board needs time to review and consider the input and applications presented.</p>
Agenda Topic:	Education Committee (Teresa Gutiérrez-Alemán / Hans-Peter deRuiter)
Update	The thank you letter to the co-chairs was well received and there was no meeting. The committee is working on the update of the Education and Practice IFNA Position Statements from a research-based approach.
Agenda Topic:	Membership Committee (Maria do Céu Barbieri-Figueiredo)
Update	Maria do Céu Barbieri-Figueiredo shared that the committee met and discussed how to recruit and retain members, especially from the conference and the non-conference year. There was also discussion about how to make it more visible and engaging for members to join.
Agenda Topic:	Nominating Committee (Elisabeth Coyne)

Update	No meeting
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Agenda Topic:	Practice Committee (Teresa Gutiérrez-Alemán / Maria do Céu Barbieri-Figueiredo)
Update	Co-chairs of Practice Committee are Virginia Jones and Beth Ammerman Teresa Gutiérrez-Alemán shared the scoping review of the IFNA position statements which has been completed by their committee.

Agenda Topic:	Research Committee (Kim Mooney-Doyle)
Update	Kim Mooney-Doyle presented the committees work. Thank you from the co-chairs for the BOD recognition! Webinar scheduled for 30 September on research processes and procedures with vulnerable populations. The members presenting are Suja Somanadhan, Dennis Flores, and Christine Fortney. We revisited the feedback from members who attended the committee meeting in Perth to design goals for next 2 years. Cindy Dandford and Kim Mooney-Doyle are holding discussions with potential successors to have new co-chairs for the research committee.

Agenda Topic:	Conference Sponsorship Committee (Debbie Sheppard-LeMoine / Barbie Giambra)
Update	No meeting

Next IFNA Board Meeting is October 9 7 – 9am (Eastern US-New York)

Action Items – IFNA Board of Directors Meeting (September 11, 2025)

1. Financial

- Continue to review and closely monitor the IFNA Financials, related to the unexpected deficit from IFNC17.
- **Responsible:** All Board Members
- **Due:** Ongoing

2. Committee Membership Promotion

- Discuss and develop strategies to promote IFNA committee membership and engagement.
- Explore ideas such as blogs, infographics, and open days to showcase committee work.
- **Responsible:** All Board Members
- **Due:** Next Board Meeting

3. Strategic Plan Review

- Review current IFNA Strategic Plan and consider the development of SMART goals.
- Identify short-, medium-, and long-term goals.
- Locate and review the previous membership survey to inform development of the next strategic plan.
- **Responsible:** All Board Members
- **Due:** Ongoing

4. Committee Terms of Reference (2026–2027)

- Prepare and send the Terms of Reference templates for each committee to their co-chairs.
- **Responsible:** Debbie Zaparoni
- **Due:** From the Committee December 1, 2025

5. Website Updates

- Add Awards information to the IFNA website. As well, numerous other updates
- **Responsible:** Debbie Zaparoni
- **Due:** Before next Board Meeting

6. Committee Co-Chair Succession (Research Committee)

- Continue discussions with potential successors for the Research Committee co-chair positions.
- **Responsible:** Cindy Danford and Kim Mooney-Doyle
- **Due:** As soon as ready for BOD consideration