

<p style="text-align: center;"><b>IFNA Minutes</b>  <b>Board of Directors - Conference Call</b>  <b>October 9, 2025</b>  <b>7:00am – 9:00am EDT</b></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:  (Board Members n-12, Quorum n-7)	Petra Brysiewicz, June Horowitz, Teresa Gutiérrez-Alemán, Elisabeth Coyne, Kim Mooney-Doyle, Barbara Giambra, Lindsay Smith, Hans-Peter deRuiter, Kristen Abbott-Anderson, Debbie Sheppard-LeMoine, Junko Honda,  Staff: Debbie Zaparoni
Unable to Attend:	Maria do Céu Barbieri-Figueiredo
Guests:	
Minutes compiled by:	Elisabeth Coyne

Agenda Topic: 0705-0710	<p><b>*Time Zone – Changes</b></p> <p><b>Be sure your calendars are marked accordingly for future board and committee meetings</b></p> <p>Europe changes October 26</p> <p>North America changes November 2<sup>nd</sup></p> <p>Japan, Australia, and South Africa do not change</p>
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Agenda Topic: 0710 - 0720	<b>Approval of prior minutes (Petra Brysiewicz)</b> <b>(Attachment)</b>
Motion to Approve	September Minutes reviewed, June Horowitz made a motion to accept the minutes as correct. Motion was seconded by Kristen Abbott-Anderson. The board voted; minutes were accepted. Action items at the bottom of minutes

Agenda Topic: 0720 - 0730	<b>Financial Report (Barbie Giambra)</b> <b>Attachment</b>
	September Financials Income was \$5,700 (Membership & Sponsorship). Expenses were \$11,937 (Management Fees & Wild Apricot Renewal). Monthly loss of - \$6,237.04
Discussion	<p>Discussion about the IFNA financials led by Barbara Giambra and Petra Brysiewicz. With a lot of the members in the older age group, there needs to be a discussion on new ways to improve membership and the financial balance.</p> <p>Hans-Peter de Ruiter asked about how the conference works out which country to have the conference in.</p> <p>June Horowitz shared that the conference in Australia was voted by the members, and it was the combination of several factors which caused the lower numbers.</p> <p>Kim Mooney-Doyle noted that travel needs to be balanced across different countries.</p>

	<p>Barbie Giambra shared how the conference committee does negotiate with the conference place to enable the best cost. The conference number analysis highlighted the high number of first-time attendees at each conference.</p> <p>Petra Brysiewicz noted that having the conference in a place where there is a lot of support to attend can assist in the numbers attending the conference. A lot of factors influence each conference and although the committee reviews and tries to reduce the impact, there is always factors that cannot be controlled. The Australian conference had lower numbers of attendees. How can we link into the local nurses and hospitals. Junko Honda noted that linking into the country liaisons can help.</p> <p>Barbie Giambra noted that the Australian conference had a strong local committee but this is a challenge of how to connect with the local universities and health organisation.</p> <p>Can different presentation days be put in place for clinicians and hospital organisation to enable a stronger connection.</p> <p>Teresa Gutierrez-Aleman shared the importance of the chapters for new members and conference attendance.</p> <p>Junko Honda shared how being able to have an announcement at the end of the conference or at least early enables planning for funding.</p> <p>Petra Brysiewicz shared how they are working towards not only the 2027 conference but future conferences as well. But this does come with risk when committing future conference venues.</p> <p>Hans-Peter de Ruiter shared how there are a range of family scholars who are not active members.</p> <p>Petra Brysiewicz shared how family nursing is not an international concept can be confused with community health, and this reduces the visibility of IFNA. Younger generation of nurses / researcher joining an organisation is not high on their priorities.</p> <p>Debbie Sheppard-LeMoine asked if the places which have had a family workshop have a high IFNA membership?</p> <p>Teresa Gutiérrez-Alemán shared an international project being developed by IFNA members, which consists of a document analysis of generalist nursing professional frameworks from 30 countries. This analysis explores if and to what extent family is included as part of nursing practice and competency. She will share the results in more detail with the Board once they are published.</p>
Action point	Petra asked the board to continue to think about this and when reading the strategic plan, what innovative ways can IFNA develop to boost membership and conference attendance.

Agenda Topic: 0730 - 0735	Update the Authorized Signer on the IFNA PNC Bank Account <b>Board Approval</b>
	<p>Kassalen Meetings &amp; Events (KME) is the hired/contracted Association Management Company for the International Family Nursing Association (IFNA). With the recent changes in ownership of KME, IFNA needs to update the authorized signer on the association's bank account.</p> <p>Specifically, <b>Barbara Hamschin, President, Kassalen Meetings &amp; Events</b> is to be designated as an authorized signer on the IFNA PNC Bank Account, and <b>Beth A. Kassalen, former President, Kassalen Meetings &amp; Events</b> is to be removed as an authorized signer, effective immediately.</p>
Discussion	<p>Motion –</p> <p><i>That the International Family Nursing Association (IFNA) update the authorized signers on the IFNA PNC Bank Account to reflect the recent change in ownership of Kassalen Meetings &amp; Events (KME), the Association's contracted Association Management Company. Specifically, that <b>Barbara Hamschin, President, Kassalen Meetings &amp; Events</b>, be designated as an authorized signer on the IFNA PNC Bank Account, and that <b>Beth A. Kassalen, former President, Kassalen Meetings &amp; Events</b>, be removed as an authorized signer, <b>effective immediately.</b></i></p> <p>June Horowitz made a motion to change the authorized signer on the IFNA PNC Bank account to Barbara Hamschin, President, Kassalen Meetings &amp; Events. Motion was seconded by Barbie Giambra. The board voted; motion was accepted.</p>

Agenda Topic: 0735 - 0740	Research Committee Co-chairs, Recommendation (Kim Mooney-Doyle) <b>Board Approval</b>
	Based on their contributions to the research committee, Cindy and Kim asked Anne Latocha (formerly Ersig) and Natalie McAndrew if they would be interested in the committee leadership. We discussed the role, challenges, potential, etc with them. We also laid out a draft succession plan that will turn over full co-chair responsibilities to them. They informed us that they both are interested in stepping into these co-chair roles. We would like to put their names forth for consideration by IFNA leadership to fill the roles of research committee co-chairs.
Discussion	<p>Motion –  <i>Based on their significant contributions to the IFNA Research Committee and their expressed interest in assuming leadership roles, it is moved that <b>Anne Latocha (formerly Ersig) and Natalie McAndrew</b> be appointed as <b>Co-Chairs of the IFNA Research Committee</b>.</i></p> <p><i>A succession plan has been discussed and established to support a smooth transition of responsibilities to Anne and Natalie.</i></p> <p>Kim Mooney-Doyle made a motion to accept the new leadership positions. Motion was seconded by June Horowitz. The board voted; motion was accepted.</p>

Agenda Topic: 0740 - 0750	Video Education Opportunity for IFNA (Hans-Peter de Ruiter)
	<p>The Taylor Institute is planning to develop a series of family nursing educational videos that can be used in curriculum, staff development, other purposes. They will be open access globally. They are not intended to be income generating, but to spread the knowledge of family and social nursing. The videos will be of a professional quality. We would be happy to involve IFNA if the board believes there is a benefit for the organization to do so.</p> <p>We have been working on this last semester, and here are 2 videos that prompted us to start a family and societal nursing series. Unlike the ones we would like to develop, these were not made with an international / multi-disciplinary audience in mind. Just so that you have a better idea AND I know that I am not the person who wants to be “hosting” them. 😊</p> <p><a href="https://mediaspace.minnstate.edu/media/Families+in+Crisis%3A+The+Role+of+Advocacy/1_u6y7oyp1">https://mediaspace.minnstate.edu/media/Families+in+Crisis%3A+The+Role+of+Advocacy/1_u6y7oyp1</a></p>
Discussion	Debbie Sheppard-LeMoine shared how the E-book they developed had a range of stories. Teresa Gutierrez-Aleman shared how this type of media format can be used to spread the word of family nursing. Also, how educational resources are needed to support the teaching of family nurses. Elisabeth Coyne shared her research in the development of teaching resources which are developed using a co-design process and published.
Action point	Committees must improve their dissemination of the information and work they are doing. Such as the e-book and other free resources. Barbie Giambra noted the importance of social media for sharing resources.

Agenda Topic: 0750 - 0755	Institution / Organization Membership (Debbie Zaparoni)
Discussion	This is being reviewed.

Agenda Topic: 0755 - 0815	<b>Strategic Plan (Attachment)</b>
Discussion	<p>Determine and start process for next Strategic Plan</p> <ul style="list-style-type: none"> <li>• Review prior Survey</li> <li>• SMART Goals</li> <li>• Committee input</li> </ul>
Action point	<b>Board needs to review the strategic plan with a focus on sustaining IFNA.</b>

Agenda Topic: 8:15 – 8:20	<p><b>Janice Bell retirement from JFN (June Horowitz)</b></p> <p>June Horowitz suggested a nomination for a special award brings a meaningful way to acknowledge Janice Bell's contribution to IFNA.</p> <p>Debbie Zaparoni noted that there are others who have also had a major contribution to the association and may not have been acknowledged. The group started in 1988 and officially incorporated in 2009.</p> <p>Petra Brysiewicz asked could an acknowledgement be made for all founding members. However Janice Bell has made contribution to IFNA, the communications committee and also Journal of Family Nursing which have been a strong influence over a long period.</p> <p>Debbie Zaparoni noted that if it is an award for special contribution was the president awards rather than one going through as recognition through the awards committee.</p> <p>Petra Brysiewicz suggested that maybe a presidential award could be added into the awards committee. (living legends award)</p> <p>Barbie Giambra suggested that an award for lifetime contribution could be added to the awards.</p> <p>Debbie Sheppard-LeMoine suggested that maybe short videos be developed with the members who have had major contribution.</p>
Action point	<b>Barbie Giambra will take lifetime contribution award to the awards committee.</b>

Agenda Topic: 8:15 – 8:20	<p><b>IFN Foundation</b></p> <ul style="list-style-type: none"> <li>• They will be focusing on promotion/planning for Giving Tuesday December 2nd. IFNC17 Publications - <a href="https://journals.sagepub.com/toc/jfna/31/1_suppl">https://journals.sagepub.com/toc/jfna/31/1_suppl</a> <ul style="list-style-type: none"> <li>◦ Suggested some type of recognition of Janice Bell's retirement as Editor of the Journal of Family Nursing</li> </ul> </li> <li>• Anticipate working on the Foundation's Annual report for 2025</li> </ul>
Discussion	

## 0820 – 0855 – Chapter, Student Engagement Group and Committee Updates / Reports

Chapters	<p><b>AusNZ</b> – Upcoming Webinar, October 15<sup>th</sup></p> <p><a href="https://sway.cloud.microsoft/HMpnWTgc5FzV66MH?ref=Link&amp;loc=mysways">https://sway.cloud.microsoft/HMpnWTgc5FzV66MH?ref=Link&amp;loc=mysways</a></p> <p><b>African</b></p> <p>Focusing on the chapter's literature review completion.</p> <p><b>UK Ireland</b></p> <p>The UK-Ireland Chapter Executive met on 22 September and discussed the following key points:</p> <ol style="list-style-type: none"> <li>1. Chapter Strategy and Terms of Reference (ToRs): <ul style="list-style-type: none"> <li>◦ Proposed revision before 2026.</li> </ul> </li> <li>2. Leadership and Membership: <ul style="list-style-type: none"> <li>◦ Identify a new UK Lead before end of 2025.</li> <li>◦ Ongoing efforts to engage younger, digitally savvy members.</li> <li>◦ Discussed potential expansion beyond nursing to include broader European healthcare disciplines.</li> </ul> </li> </ol>
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	<ul style="list-style-type: none"> <li>○ Recognition challenges for family nursing were noted.</li> </ul> <p>3. COST Action Grant:</p> <ul style="list-style-type: none"> <li>○ Decision to postpone applying this year due to timing and capacity constraints.</li> <li>○ Plans to apply next year.</li> </ul> <p><b>Ibero-American</b>  The Ibero-American Chapter continues to grow at a fast pace, and we are also making great progress on a Scoping Review.  Our main update concerns the chapter's involvement in the IFNA Position Statement update project. The response to the call for focus group participants was overwhelming. To best capture the perspectives of our members, these groups are being conducted in Spanish, Brazilian Portuguese, and European Portuguese.  Chapter leadership (<b>Dr. Maria do Ceu Barbieri and Dr. Fernanda Machado</b>) are actively supporting these sessions, which are being facilitated by Dr. Teresa Gutiérrez-Alemán (from the project team) with invaluable help from Maria do Ceu Barbieri. The insights from our region are proving to be incredibly valuable to the update process, and the project team is very grateful for this collaboration. We are raffling one-year IFNA memberships to participants in each focus group.  Report submitted by Dr. Teresa Gutiérrez-Alemán</p>
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Agenda Topic:	<b>Student Engagement Group Update (Lindsay Smith)</b>
Update	No further update

Agenda Topic:	<b>Awards Committee (Barbara Giambra)</b>
Update	No dedicated work currently.

Agenda Topic:	<b>Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)</b>
Update	No dedicated work currently

Agenda Topic:	<b>Communications Committee (Junko Honda / Elisabeth Coyne)</b>
Update	Ongoing discussions to determine new co-chairs, and bring in new members. Meeting is next week.

Agenda Topic:	<b>Conference Planning Committee (June Horowitz / Petra Brysiewicz)</b>
Update	<p>The CPC co-chairs are in process of appointing the next CPC.</p> <p>IFNA received three proposals for hosting IFNC18. A small review team (CPC co-chairs, CSC rep., treasurer, president, past president, and Debbie are reviewing the proposals and Debbie is setting up follow-up interviews with those who submitted and CPC co-chairs, president, and herself. Recommendations will then be discussed among the initial group who reviewed and subsequently will go to CPC for review and action followed by a final recommendation to the Board. Consideration of cost and best likelihood of strong attendance/income are driving factors in the review process. The CPC/review team appreciates the efforts of those who submitted three strong proposals.</p>

Agenda Topic:	<b>Conference Sponsorship Committee (Debbie Sheppard-LeMoine / Barbie Giambra)</b>
Update	Initial meeting for the next conference cycle was held Tuesday, October 7 <sup>th</sup>

	First meeting with good discussion about the next conference. The thank you letters are still in process.
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Agenda Topic:	<b>Education Committee (Teresa Gutiérrez-Alemán / Hans-Peter deRuiter)</b>
Update	<p><b><u>Leadership &amp; Membership</u></b></p> <ul style="list-style-type: none"> <li>• <b>Leadership Continuity:</b> We are pleased to report that current Co-Chairs Drs. Jill Bally and Shelley Spurr have expressed their commitment to serving another term in their roles.</li> <li>• <b>New Members:</b> The committee last met on <b>September 16, 2025</b>. Following IFNC17, we have welcomed two new members from the USA: a PhD student and a nursing professor.</li> </ul> <p><b><u>Recent Activities &amp; Collaborations</u></b></p> <ul style="list-style-type: none"> <li>• <b>Alliance Against Violence and Adversity (AVA) Presentation:</b> The committee hosted a presentation on the AVA online program (avatrainig.ca), which is dedicated to transforming health and social services for girls, women, and gender-diverse people affected by violence. The presenters have generously made the platform's resources available to IFNA members. The committee discussed the resource's significant implications for family nursing and expressed its gratitude for the valuable presentation.</li> <li>• <b>Major Publication Highlighting IFNA:</b> Committee members Dr. Norma K. Krumwiede and Dr. Teresa Gutiérrez-Alemán, have published a <i>major research article</i> in family nursing education, "Virtual Mentoring in Doctoral Nursing Education: An International Case Study," in the <i>Journal of Nursing Education</i> (<a href="https://journals.healio.com/eprint/KEXNJ5R8WGH4U7ZJCNAE/full">https://journals.healio.com/eprint/KEXNJ5R8WGH4U7ZJCNAE/full</a>). This publication was made open access through the generous support of <b>Glen Taylor Nursing Institute for Family and Society</b>. The article prominently features IFNA as a leading international authority in Family Nursing, significantly enhancing our organization's visibility.</li> </ul> <p><b><u>Subcommittee Updates</u></b></p> <ul style="list-style-type: none"> <li>• <b>Simulation, Informatics, and Technology:</b> <ul style="list-style-type: none"> <li>○ Louisa Krueger and her team are scheduled to present a webinar in 2025 based on the article, "Collaborative International Nursing Writing Group: A Nonpatriarchal Approach."</li> <li>○ Additional webinar topics are also under consideration.</li> </ul> </li> <li>• <b>Communications and Newsletter:</b> <ul style="list-style-type: none"> <li>○ Dr. Peeranuch LeSeure from the Education Committee has joined the Communications Committee.</li> </ul> </li> </ul> <p><b><u>Position Statement Update Project</u></b></p> <p>Significant progress is being made on the comprehensive, research-informed update of the IFNA Position Statements (PSs). Key activities include:</p> <ul style="list-style-type: none"> <li>• <b>Scoping Review on the use and dissemination of the IFNA-PSs</b> (Already completed between the Practice and Education Committees, and submitted for publication).</li> <li>• <b>International Document Analysis:</b> A document analysis has been completed, with initial findings presented at IFNC17. A manuscript based on this work is now in preparation for submission to an international journal.</li> <li>• <b>Focus Groups:</b> Focus groups with an internationally and culturally diverse sample are underway to gather current and future perspectives on the IFNA-PSs. A recruitment reminder was recently sent, and content analysis is scheduled to begin in November.</li> <li>• <b>Dissemination:</b> Two project team members will present findings at the <i>Transcultural Nursing Society 51st Annual Conference</i> in Portland, ME (October 29 - November 1, 2025). <u>They have requested IFNA promotional materials from Debbie and Petra to share with this audience.</u></li> </ul> <p>The collective findings from these initiatives will form the evidence base for the updated IFNA Position Statements.</p>

Agenda Topic:	<b>Membership Committee (Maria do Céu Barbieri-Figueiredo)</b>
Update	No update Meeting is next week.

Agenda Topic:	<b>Nominating Committee (Elisabeth Coyne)</b>
Update	No dedicated work currently. Anticipate an introductory meeting for the committee to plan their timeline of work.

Agenda Topic:	<b>Practice Committee (Teresa Gutiérrez-Alemán / Maria do Céu Barbieri-Figueiredo )</b>
Update	Need to check when the meeting will be and ensure a connection with the board.

Agenda Topic:	<b>Research Committee (Kim Mooney-Doyle)</b>
Update	Members hosted a webinar in September and this was recorded. The all-member meeting will be in October.

Agenda Topic:	<b>Questions at the end</b>
Update	Barbie Giambra asked how the terms of reference for the committee are achieving their terms. Petra Brysiewicz discussed if a yearly report and check be part of the process.
Action point	<b>For the board to consider this for the strategic plan</b>

Next IFNA Board Meeting November 13<sup>th</sup> 7 – 9am (Eastern US-New York)

#### Action points

Action point	Petra asked the board to continue to think about how IFNA can boost membership and conference attendance.
Action point	Committees must improve their dissemination of the information and work they are doing. Such as the e-book and other free resources. Barbie Giambra noted the importance of social media for sharing resources.
Action point	Board needs to review the strategic plan with a focus on sustaining IFNA.
Action point	Barbie Giambra will take the suggestion to add a Lifetime Contribution or Achievement Award to the awards committee.
Action point	Including a yearly report from committees on their progress and achievements for their Terms of Reference