

**IFNA Minutes
Board of Directors -
Conference Call
August 13, 2026
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:	Teresa Gutiérrez-Alemán, Kristen Abbott-Anderson, Debbie Sheppard-LeMoine, Kim Mooney-Doyle, Barbara Giambra, Lindsay Smith, Junko Honda, Rahel Naef, Mandie Foster
(Board Members n-11, Quorum n-6)	Staff: Debbie Zaparoni
Unable to Attend:	Petra Brysiewicz, Maria do Céu Barbieri-Figueiredo
Guests:	
Minutes compiled by:	Kristen Abbott-Anderson

Agenda Topic:	Welcome / Announcements Board Engagement / Networking (Junko Honda) Junko Honda, chaired the meeting in Petra's absence. Introductions: Rahel and Mandie reintroduced themselves to Kristen joining this meeting for the first time as Secretary.
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Agenda Topic:	Approval of prior minutes (Junko Honda) (Attachment) No corrections or additions suggested
Motion to Approve	July Minutes Motion made to approve: Debbie Sheppard-LeMoine Seconded: Teresa Gutiérrez-Alemán Unanimous approval

Agenda Topic:	Financial Report (Barbie Giambra) Attachment
	Barbie provided an update about July financials: Income was \$625 (Membership) which represents a significant decrease from recent months. Expenses were \$6764.48 (Primarily Management Fees) and there was a monthly Loss of \$6,139.48. Six members joined last month; which is lower than expected and lower than normal. There have been on-going discussions about strengthening financial health. Barbie provided a follow-up from executive meeting with chairs of committees and chapters; requesting assistance to identify ideas to improve the financial situation of the organization. The leaders in attendance may need time to think about ideas and may have been caught off guard as discussion was focused on what is currently being done and not focused on looking forward and what they could do in the future.

	<p>Board Liaisons were asked to support this work in their committees—to help generate ideas for generating income, increasing membership and registration and sponsorship for the conference. Acknowledgement that the Conference Planning Committee is doing a wonderful job; keeping costs low while planning a top-notch conference. The Conference Sponsorship Committee plans to have exhibit options and raffle as we had for our last conference.</p> <p>Barbie introduced the proposal for establishing a finance committee to ensure financial health and long-term sustainability of the organization (attachment).</p> <p>The proposal was reviewed. Membership of this committee would include at least one member from each standing committee, as well as the treasurer, president and president-elect as members. This group would report to the BOD and meet quarterly. The goal would be to brainstorm, establish goals and processes, bring to the BOD for review and approval and then disseminate information to the larger committee.</p> <p>Barbie shared the email and template draft that is intended to be sent in follow-up to standing committee leadership. The idea is that each committee would establish a plan for how they could contribute to the financial health of IFNA in conjunction with reporting their Terms of Reference (TOR) by sharing their ideas for financial strategies and plans.</p> <p>See Finance Committee Proposal (attachment)</p>
Discussion	<p>Creating a Finance Committee:</p> <p>Teresa: Support for this committee, sees as a need to support growth. Consider addition of a representative from each chapter to provide perspectives from their regions.</p> <p>Rahel: Supports idea. Synergy around conference sponsorship committee—main source of income from conference. Possible joining of this committee with the conference sponsorship committee?</p> <p>Barbie: conference sponsorship works hard for two years to establish means for sponsorship—prospectus. Workload would be too much for this committee alone.</p> <p>Debbie: clarification of the change in name for the conference sponsorship committee—prospectus complete. RAC (Resource Advancement Committee) is now Conference Sponsorship Committee.</p> <p>Rahel: integrate into a new committee—consideration</p> <p>Kim: A few ideas: creation of a finance committee based on design ideas is a good one; troubled putting this on committee chairs, doing more, possibility of response received—“victim of their own success”—this is a systemic issue, not a committee issue. Pulling a brain trust together is good—concern about burden and burning people out. Beneficial feeling of home in committees. Working directly with the membership committee, consider a look at dues, avoid assigning more to the committee chairs who are doing the core work of the organization.</p> <p>Lindsay: Bylaws perspective—does not have capacity to establish a new committee, but what we may be looking at here is an advisory committee to the Board—so not a committee, putting work on others, see this as not the intention for this proposal. Crossover between conference sponsor committee and the foundation. Caution to create a title that does not add confusion with this group: a group that is advising the Board. Per the Bylaws a committee has specific guidelines.</p> <p>Kim: Open to a name for this group—</p> <p>Junko: confirming planned membership—not new members</p> <p>Mandie: Australian/New Zealand meeting yesterday- discussion related to this topic. Members, specific to but not limited to the conference, IFNA t-shirts/hoodie purchase, “Nurse Power”- good response from a different conference. Something IFNA could consider during the conference, but really all year. Resources available for developing graphic design—daughters of members who are graphic designers.</p> <p>Suggested a symposium in off conference years- a paid event. She is meeting with Elsevier this week for discussion about sponsorship and looking for additional information to support this.</p> <p>Debbie will send info to Mandie to support conversation with Elsevier.</p> <p>Kim: Idea for fundraising opportunity; supports the idea for a smaller conference, in off conference year; chapters could organize. Encourage additional new membership and involvement in planning a smaller conference; new ways for engagement. Offers a means of educating members and meeting their goals for joining the organization.</p>

	<p>Debbie: F/U on Mandie’s comments; connection with Elsevier and could use to share broader connections through IFNA.</p> <p>Mandie: Lisa Whitehead Is editor for one of the journals, will garner collective support through IFNA member connections. Members have roles; published books, editorials.</p> <p>Junko: Solicited additional thoughts, no further opinions.</p> <p>Review of email to be sent to all committees and chapters—financial health email; Barbie requested additional comments from the BOD; does this need a vote? This was not included in the board materials distributed. It was shared on screen during the meeting.</p> <p>BOD reviewed email content Clarified a sentence indicating that the BOD will share information with the committee leadership; template reviewed;</p> <p>Rahel: Clarification—are we asking them for ideas only, or to raise the money? Ideas about what they are already doing or what they could do to identify new streams of revenue—not directly asking for money.</p> <p>Teresa: Consider reaching out to IFNA chapters also—they have a lot of ideas. Timeline is important, template is good and provides clarification. Create a map—strategy- we can then look if there are ideas that overlap that we could help to coordinate.</p> <p>Mandie: Question raised in the AusNZ Chapter—was money going toward conference, or operational support? Debbie Z clarified, conference sponsorship supports the conference, any profit from conference ultimately goes support the operating costs of the association.</p> <p>Kim: From a committee chair perspective: challenge to generate interest and engagement of members- encouraged to share with members of committees so that members are fully aware of situation. Frame messaging that we are not asking more of them, but a shift in priorities—not adding to the burden of the work. Reframing/acknowledge the hard work in the committees—asking for help to support the financial status a priority—so other goals may need to shift; ways of contribution will need to shift. “telling rather than doing” from the BOD.</p> <p>Barbie—not intended to cause panic—but need an infusion of money to support the organization. Will review email content to enhance language recognizing the significant work of the committees/Chair.</p> <p>Teresa: Supports comments from Kim- consider a brief explanation—not to limit thought process or creativity, but to include students in meetings to encourage their membership. Webinars as an idea—emphasize that we are open to ideas.</p> <p>Action: Barbie—will add some examples to email. Will revise letter and review in September. She will discuss with Petra, and if email needs to go out sooner, will email the BOD for review. Lindsay supports the executive committee to act on advice/feedback.</p>
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Agenda Topic:	<p>Future Meeting Times (Time Zones)</p> <p>Debbie Z: Last meeting discussed if the current meeting time works for all. Mandie & Kristen expressed acceptance of this timeframe for meetings.</p> <p>Lindsay: Consideration for time changes with switch between daylight savings/standard time; gets later for those in Australia/New Zealand.</p> <p>Mandie: aware of this potential and is manageable. Debbie Z offered option of attending first half of the meeting only if it gets too late.</p> <p>Action: Plan to maintain this time for future meetings.</p>
Discussion	

Agenda Topic:	Executive, Chapter, Committee and IFN Foundation Leadership Meeting (Attachment)
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Discussion	<p>Board Liaison report / remind at the committee meetings – ideas for money for future sustainability.</p> <p>See attachment: Liaisons to encourage committees to brainstorm/consider fund raising ideas.</p> <p>Debbie Z: Attachment provided as informational to the Board; no need for formal review and approval. Discussion welcomed.</p> <p>Junko: Meeting minutes shared.</p>
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Agenda Topic:	Strategic Plan
	Petra and Debbie will meet later this month to begin a draft of the Strategic Plan and provide to the board for review before the September meeting.
Discussion	Will bring draft to next meeting

Agenda Topic:	Board Liaison Vacancies Mandie Rahel
Discussion	<p>Nominating Committee is the only committee that does not have a liaison; prefer to have a liaison who is not rolling off the board in 2027. What involvement do Mandie and Rahel currently have and could they be a second liaison for that committee.</p> <p>Rahel: reviewed committees. Would like to join the research or conference planning committee based on experience, but open to needs.</p> <p>Mandie sought clarification: willing to be liaison to the Nominating committee; has had experience with that committee. Debbie reviewed duties.</p> <p>Debbie Z clarified the role of liaisons and how this works on the Board.</p> <p>General discussion regarding committee liaisons and potential needs for additional liaison support</p> <p>Decisions:</p> <p>Rahel will serve as a liaison for the Research Committee</p> <p>Mandie will serve as the liaison for the Nominations Committee</p>

Agenda Topic:	IFN Foundation (Debbie Zaparoni)
Discussion	<p>No meeting held since last meeting; skipping August. Continuing their efforts to raise funds.</p> <p>Confirmed that they plan another walk/run in conjunction with the conference as this was a successful fund raiser; plan to share applications for a few small seed grants; plans for another giving campaign for Giving Tuesday- which takes place at the end of November.</p>

Chapter, Student Engagement Group and Committee Updates / Reports

Chapters Update	<p>AusNZ (Elisabeth / Mandie)</p> <p>Mandie: See previous notes regarding fund raising ideas; working on 4 workshops to submit, expert lectureship; Updates prepared for the newsletter—clarifying who to send these to. Will send to Debbie Z. 3 projects running in the chapter; good engagement.</p> <p>African (Petra)</p> <p>No update at this time</p> <p>UK Ireland – (Suja)</p> <p>No update at this time</p> <p>Ibero-American – (Maria)</p> <p>Teresa reports that progress has been made on the scoping review; no updates since last meeting.</p> <p>Nordic (Maria Samuelsson / Camilla Rothhausen)</p> <p>No update at this time.</p>
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Agenda Topic:	Student Engagement Group Update (Lindsay Smith)
Update	No update

Agenda Topic:	Awards Committee (Barbara Giambra)
Update	No dedicated work currently

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

Agenda Topic:	Communications Committee (Junko Honda)
Update	<p>1. Dissemination of New Information through Social Media</p> <ul style="list-style-type: none"> Current SNS Content: posting content related to the Monthly Newsletter, IFNC18 Abstract submissions, Call for Sponsors, and "A Policy Toolkit for Family Nurses." Strategies for Maximizing the Effectiveness of Social Media Marketing: <p>The Committee discussed expanding social media outreach by tagging universities, hospitals, and professional nursing organizations, particularly in Portugal and neighboring European countries. A list of relevant organizational social media accounts will be compiled. The Committee agreed to promote the new IFNA LinkedIn page through the newsletter and encourage members to transition from the previous page.</p> <ul style="list-style-type: none"> We strongly encourage board members to share information about IFNA on their own social media accounts. <p>2. August Newsletter Plan</p> <p>The August newsletter will focus on North America, including IFNA Headquarters activities, a Chapter Spotlight, and IFNC18, and will be prepared after collecting information from contributors.</p> <p>3. IFNA Website Updates</p> <ul style="list-style-type: none"> Makoto and Elisabeth now have access to update the IFNA website. The Committee confirmed a new process for timely website updates and encouraged members to report outdated content. The Committee discussed preserving IFNA conference history by creating a dedicated "Past Conferences" page. Elisabeth will prepare the content, and Peter will assist with website implementation. Going forward, CC would like to further enhance the IFNA website, so please cooperate by providing news updates from each board member and committee chair. CC would like to keep a record of webinar on our website, so please help us out. CC have requested reports from each committee chair, but we have not received them. CC have created a template for the report, so please share it with each committee. Please submit it to CC after the webinar ends. e.coyne@griffith.edu.au ma-tsukuda@hyo-med.ac.jp <p>Webinar report-- template</p>

Agenda Topic:	Conference Planning Committee (Petra Brysiewicz)
Update	 <p>The image shows a promotional banner for the 18th International Family Nursing Conference (IFNC18). The banner features a blue background with a white bridge graphic on the left. Text on the right reads: "18th International Family Nursing Conference", "Building Bridges: Celebrating Family and Family Nursing in a Changing World", and "July 20 – 23, 2027 Porto, Portugal". The IFNC18 logo is also visible.</p> <ul style="list-style-type: none"> Education: Examine global educational approaches to family and family nursing.

	<ul style="list-style-type: none"> • Practice: Evaluate innovative clinical practice models of care to promote family and family nursing across the life course. • Research: Analyze novel methodologies, technologies, and evidence to advance family nursing research globally. • Policy and Leadership: Explore opportunities to create strategies to advocate for family health worldwide. <p>Meeting monthly: calls for abstract & workshops; approx. 80 abstracts received so far. Deadline is September 1st.</p>
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Agenda Topic:	Conference Sponsorship Committee (Debbie Sheppard-LeMoine / Barbie Giambra)
Update	<p>Prospectus completed. Significant discussion about finances (see notes above). Committee is hard at work and is recognized for their dedication. Focus on sponsorship from healthcare orgs and universities. Also, will look at individual sponsorships; the BOD was asked to sponsor. Push for individual sponsorships. Email to committee leadership will come from the BOD- not from this committee.</p> <p>Initial discussion about amount of sponsorship from the BOD; Junko discussed with Petra. Leave up to each individual. The committee wants to say that they have 100% commitment from each member of the BOD. Each individual can contribute whatever is comfortable for them. Donations will be anonymous how much each member contributes and can be done by the end of September. Debbie will send a link to the board.</p> <p>Barbie: The goal is for the BOD to sponsor a keynote. Debbie will send the prospectus to the BOD.</p> <p>Debbie SL- Will meet with her Provost and was curious about the number of countries we have in membership: >30, fluctuates between 33-38 per Debbie. Good estimate is between 30-35.</p> <p>Teresa: Suggested that the board contributions sponsor the presentation about the revised Position Statements. The revision process has included multiple IFNA members. Teresa suggested that additional money can go to supporting students.</p> <p>Debbie Z: put request to the BOD to donate and then depending on how much is donated to then decide where sponsor dollars could be applied.</p> <p>Barbie- agreed with this plan. At our October meeting we could decide what area we would like to sponsor.</p> <p>The BOD has agreed to contribute; but will not confirm that all members have contributed to remain anonymous. Debbie Z will send a reminder to contribute, but will not ask someone to contribute if they have not after the reminder.</p> <p>Kim: do we add a note that this is a BOD contribution? Debbie Z will make a manual process to earmark this as BOD donation; if planning other donations, please wait until deadline for this donation effort is past.</p>

Agenda Topic:	Education Committee (Teresa Gutiérrez-Alemán)
Update	<p>Working hard; plan to finalize update IFNA position statement; Education and practice committee. No meeting since last IFNA BOD, though work continues. The next meeting is in September. Planning to submit several abstracts for the conference; including students as future members of IFNA.</p> <p>Debbie Z- suggested that Teresa, send the letter to Cindy Danford and Christine English the conference committee co-Chairs with a Petra, Junko & Debbie.</p> <p>Teresa—Presented a webinar on July 20th which had approximately 100 attendees for the Ibero-American Chapter, Petra attended too.</p>

Agenda Topic:	Membership Committee (Maria do Céu Barbieri-Figueiredo)
Update	Meeting planned for August 17 th .

Agenda Topic:	Nominating Committee
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Update	No specific work at this time. Liaison moving forward will be Mandie
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Agenda Topic:	Practice Committee (Teresa Gutiérrez-Alemán / Maria do Céu Barbieri-Figueiredo)
Update	Neither liaison was able to attend last meeting; no update.

Agenda Topic:	Research Committee (Kim Mooney-Doyle)
Update	July meeting was cancelled. Webinar for abstract submission held. Abstract submission deadline Sept 1 st . Ethics committee has paper accepted with JFN. Encouraged to update in the newsletter.

Next IFNA Board Meeting will be Thursday, September 10th 7 – 9am (EDT US-New York)