

**IFNA Minutes
Board of Directors -
Conference Call
September 10, 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: (Board Members n-11, Quorum n-6)	Petra Brysiewicz, Teresa Gutiérrez-Alemán, Kristen Abbott-Anderson, Debbie Sheppard-LeMoine, Maria do Céu Barbieri-Figueiredo, Kim Mooney-Doyle, Barbara Giambra, Lindsay Smith, Junko Honda, Rahel Naef, Mandie Foster Staff: Debbie Zaparoni
Unable to Attend:	Mandie Foster, Rahel Naef
Guests:	
Minutes compiled by:	Kristen Abbott-Anderson

Friendly Reminders	<ul style="list-style-type: none"> • <i>Speak Slowly</i> • <i>Pause to be sure all have a voice</i> • <i>Be conscientious of time zone differences, cultural differences and understandings, such as weather and seasons these are not the same across the globe.</i> • <i>Be sure to indicate your attendance for meetings via the Outlook calendar.</i>
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Agenda Topic:	Welcome / Announcements Board Engagement / Networking (Petra Brysiewicz)
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Agenda Topic:	Approval of prior minutes (Petra Brysiewicz) (Attachment)
Motion to Approve	August Minutes Motion to approve with clarification of wording as discussed by Junko Second: Barbie Abstentions: Petra & Maria Unanimous approval with corrections

Agenda Topic:	Financial Report (Barbie Giambra) Attachment
	August Financials Income was \$3,075 (Membership). Expenses were \$3,812.59 (primarily Management Fees). Monthly Loss of \$3,812.59.
Discussion	Income increased this month, primarily through memberships. Anticipate an influx of memberships by November with notifications of abstract acceptance for IFNC18. Finances are improving but there remains a net loss. Creating a Finance Committee:

	<p>Continued discussion about formation of a Finance ‘committee’; will need to determine a title for this group as it will not be considered a committee.</p> <p>Petra: Seeking clarification regarding perceived lack of support for formation of this group.</p> <p>Barbie: There was concern about increasing the work burden on committee chairs</p> <p>Kim: Clarified discussion from last meeting and recalls a different impression of this discussion. Burden was discussed in connection with the proposed email discussed last meeting, not necessarily the make-up of the proposed Finance Committee. Balance needs to be considered for work generating more income for IFNA.</p> <p>Junko: voiced that the goal for the letter and for the committee is to increase awareness of the budget and financial sustainability of the organization.</p> <p>Petra: This is not unique to IFNA where the organization needs to put efforts into managing the budget in a thoughtful way. To ease the process, each board liaison is encouraged to discuss IFNA’s financial status with their assigned committees, to discuss opportunities for revenue generation, and to be mindful of finances.</p> <p>The recent meeting with leaders was useful. Perhaps a regular meeting should be planned 1-2 times per year. Petra and Barbie will meet to discuss this further.</p> <p>Kim: supports the idea of such a meeting and suggested that maybe each committee could identify a “financial steward” who could take part in these meetings. Individuals may be enticed to participate if there is a title for this role that could be included in Curricula Vitae.</p> <p>Petra agreed that this seemed worthy of exploration.</p> <p>Barbie: Raised the topic of the email discussed at the last meeting and reviewed/revised prior to this meeting for follow-up.</p> <p>Petra: A natural flow from the email content would be to follow up with committees to identify a financial representative. Agreed that the email letter should be sent as soon as possible.</p> <p>Lindsay: Encouraged Barbie to include the title of “Treasurer” to the email letter so that recipients understand what Barbie’s role is in the context of this email/letter.</p> <p>Petra: Suggested that we could ask the committee representatives identified to serve this role to suggest a preferred title.</p> <p>General consensus for the letter to be sent to all committee chairs with Barbie’s “Treasurer” title added.</p>
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Agenda Topic:	Fellowship in the International Family Nursing Association (FIFNA) Program (Attachment)
Discussion	See discussion in “IFN Foundation” section

Agenda Topic:	Strategic Plan (Attachment)
Discussion	<p>Petra introduced the strategic plan document and noted that goals are intended to be measurable and achievable. Appreciation expressed for the member survey that was completed and was used to inform goals.</p> <p>Debbie Z: Acknowledged that two documents contributed to the current plan draft: the previous strategic plan and the recent member survey.</p> <p>Petra: Used ChatGPT for formatting and refinement. Now she is bringing the document to the Board for feedback.</p> <p>Teresa: Voiced that the document covers everything; that it is specific enough to guide but flexible for actions to support goals.</p> <p>Petra: Stated that committees can identify specific actions that align with the strategic plan.</p> <p>Lindsay suggested re-ordering items in order of priority.</p> <p>Petra agreed and noted that item #3 could be changed to #2 to make more sense.</p> <p>Barbie suggested writing SMART Aims</p> <p>Petra stated that we need the ‘how’ we will measure and unsure if items are currently measured.</p> <p>Debbie Z. said items are not currently measured but reports could be generated such as membership information.</p> <p>Petra suggested looking at the strategic plan to establish a plan for measurement. Do we specify or do we ask committees to provide feedback?</p>

	<p>Teresa supports committee input once we settle on the top five and consider presenting them in sequence, not all at once. Suggests a workgroup to define metrics for measurement.</p> <p>Petra agreed; identify short, long, and intermediate goals.</p> <p>Junko agreed.</p> <p>Kim supports and asked if “sustaining” should be moved to the top of the list since it’s an immediate need.</p> <p>Petra agreed and asked for volunteers to assist with revisions of this document. Kim, Kristen, Barbie, Junko and Teresa all volunteered. Work will begin via email and the goal is to have the next version available for the next meeting.</p> <p>Teresa acknowledged inclusivity in the content and the important work that contributed to this document by Debbie Z., Barbie and Elizabeth.</p>
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Agenda Topic:	<p>Follow-up / Updates from prior meetings</p> <p>Springer Publishing (Petra Brysiewicz / Debbie Sheppard-LeMoine)</p> <p>Transcultural Nursing Society (Junko Honda)</p>
Discussion	<p>No meeting yet. Petra & Debbie S-L will plan a meeting by the end of September. Petra will follow-up with the Springer Representative.</p> <p>No new information regarding the Transcultural Nursing Society.</p>

Agenda Topic:	IFNA / JFN Collaboration (Petra Brysiewicz)
Discussion	<p>Petra: There is a new editor of JFN. Petra has been working with her to help her to get to know IFNA with the hope to ensure collaboration between the journal and IFNA. Petra offered the option of highlighting her in the newsletter; a regular update, highlight a paper, etc. The editor is unable to attend IFNC18 in person, but we hope to include her virtually. Petra extended an invitation to the Board to consider volunteering for the editorial board for JFN. Interested members should reach out to Petra.</p> <p>Barbie encouraged writing an editorial about the conference that could increase awareness; last time, Mandie and Barbie wrote a piece and believes that Mandie might be willing to partner with someone to write an editorial for IFNC18.</p> <p>Teresa acknowledged this work and the importance of this collaboration.</p>

Agenda Topic:	IFN Foundation (Petra Brysiewicz)
Discussion	<p>Petra followed up on the introduction of a fellowship in family nursing. Looking for Board of Director’s feedback. This document was re-worked based on previous feedback.</p> <p>Teresa expressed support. Consider wording on p.2 regarding application and recurrent fee that applicants and those inducted would be responsible for paying.</p> <p>Petra clarified the wording and Teresa verbalized understanding; the section will be divided into two sentences to increase clarity.</p> <p>Lindsay suggested that the application fee may be off-putting to some potential applicants. Could the application fee be returned if the applicant is not accepted as a fellow? It would be important to clarify where the money will be used, for instance offering additional connection to IFNA. Also important to consider differences in countries other than the USA.</p> <p>Barbie sought clarification about the wording “training points” – training is mentioned but no specific information is provided and needs clarification about fellows receiving or providing training.</p> <p>Petra supported Lindsay’s point- why is this important to IFNA. Encouraged to use Bylaw’s language in this document. She imagines a flier to address the opportunity.</p> <p>Petra will send the document back to IFN and express Board support with changes.</p> <p>Motion to support document with changes as discussed: Kim; seconded by Debbie S-L; unanimous support.</p> <p>Updates from the meeting: Petra provided a brief update regarding the recent meeting. The committee has initiated seed grant applications. There is a plan for a walk/run as we had ahead of IFNC17 with more specifics coming. The FIFNA document has been an area of focus.</p>

Chapter, Student Engagement Group and Committee Updates / Reports

Chapters Update	<p>AusNZ (Elisabeth / Mandie) August Newsletter – no additional report</p> <p>African (Petra)- Work continues on the scoping review.</p> <p>UK Ireland – (Suja)- no report</p> <p>Ibero-American – (Maria)- manuscript work continues; 2 abstracts have been submitted to IFNC18; the next newsletter comes out this month and will be previewed on the website.</p> <p>Nordic (Maria Samuelsson / Camilla Rothhausen)- no report.</p>
Discussion	<p>Debbie Z. noted that she sends calendar invitations to invite chapter leads to share updates. She will send a reminder.</p> <p>Petra & Barbie will meet to discuss chapter members and IFNA membership and will bring this back to the Board of Directors.</p>

Agenda Topic:	Student Engagement Group Update (Lindsay Smith)
Update	No current activity

Agenda Topic:	Awards Committee (Barbara Giambra)
Update	<p>No dedicated work currently. Lisa Whitehead has stepped down as Co-chair. Henrietta Trip will be looking for a new co-chair from the committee members.</p> <p>Acknowledging Janice Bell. Creating a “Lifetime Achievement Award”, selected by the IFNA President. Move to September: discussion if this will be determined by the president as consistent with the previous award. Barbie will clarify information shared with awards committee.</p> <p>Debbie S-L suggested consideration for collaboration between the president and the awards committee.</p> <p>Petra does not feel strongly about this and agrees that it would be helpful to confirm information shared with the awards committee and proceed accordingly.</p>

Agenda Topic:	Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)
Update	<p>No dedicated work currently.</p> <p>Lindsay asked if we need to send the current bylaws to membership to ask about any changes. What is the sequence of review? Is there an expiration date?</p> <p>Lindsay and Kristen will connect and discuss.</p>

Agenda Topic:	Communications Committee (Junko Honda) (Attachment)
Update	<p>Report from CC. CC mtg was skipped this month and communicated with email.</p> <p>-----</p> <p>Makoto attended the Conference Planning Committee meeting and proposed an active social media outreach strategy targeting key international nursing and family-focused organizations (listed in the attached guide).</p>

	<p>As the Call for Abstracts has officially closed, our promotional focus has now shifted toward driving Conference Registration (including Early Bird promotion) and recruiting Corporate/Institutional Sponsors & Exhibitors.</p> <p>Elisabeth is working on Sept newsletter.</p> <p>CC are announcing the new LinkedIn account through newsletters and other channels. The number of people viewing the IFNA group page on LinkedIn is on the rise.</p>
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Agenda Topic:	Conference Planning Committee (Petra Brysiewicz)
Update	 <p>Education: Examine global educational approaches to family and family nursing. 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> <ul style="list-style-type: none"> • Abstract submissions site closed September 1st. 454 submissions (385 unique submitters) from 37 countries. Assigning and reviewing abstracts are next. • Call for Expert Lectures and Workshops close September 25th. • Makoto, Communications Committee co-chair join the meeting to discuss social media promotion of IFNC18. • Debbie Z. indicated that with the high number of abstracts, we will need more reviewers. We could still use 5-10 more reviewers. She is actively assigning abstracts for review. • The deadline for the expert lecture is September 25th • There may be a late-breaking call. • Abstract notifications will be sent by the end of October and travel information will be up and available so that attendees can begin making reservations.

Agenda Topic:	Conference Sponsorship Committee (Debbie Sheppard-LeMoine / Barbie Giambra)
Update	<p>Once abstract acceptances are determined. Committee will send letters to those deans/directors where abstracts have been accepted.</p> <p>Reported that the IFNA BOD members are supportive of contributing to sponsor something at IFNC18 but still considering their individual amounts.</p> <p>Committee continue to submit information / updates / sponsorship opportunities for the monthly newsletters</p> <p>JARFN has committed to IFNC18 sponsorship, approx. \$1873</p> <p>Met with IFNF to update on current activities of both.</p> <p>Request to have the hotel and registration costs/links added to the IFNA website and to remove IFNC17 information.</p>

Agenda Topic:	Education Committee (Teresa Gutiérrez-Alemán)
Update	No meeting- next meeting is September 22 nd .

Agenda Topic:	Membership Committee (Maria do Céu Barbieri-Figueiredo)
Update	Few members attended. Discussed ideas to support financial status of IFNA. A letter is being drafted to send to chapters to encourage IFNA membership.
Agenda Topic:	Nominating Committee (Mandie Foster)
Update	No specific work currently.
Agenda Topic:	Practice Committee (Teresa Gutiérrez-Alemán / Maria do Céu Barbieri-Figueiredo)
Update	No meeting.
Agenda Topic:	Research Committee (Kim Mooney-Doyle / Rahel Naef)
Update	No meeting.
Agenda Topic: 0855 - 0900	Process Meeting: What went well? What can we improve upon?

Next IFNA Board Meeting will be Thursday, October 8th 7:00 – 9:00am (EDT US-New York)