



NIDCAP Federation International

changing the Future for Infants in Intensive Care

**Minutes of the Final Board Meeting of FY 2007 - 2008
Winston-Salem, North Carolina USA
Friday, 24 October 2008**

**Graylyn International Conference Center
Manor House, Seminar Room**

Members of the Board Present: H. Als, D. Buehler, J. Helm, S. Kosta, g. Lawhon, G. McAnulty, R. Sheldon, K. Smith, K. VandenBerg, J. Sizun,

Staff: D. Wahl

The final meeting of the NFI Board of Directors, FY 2007-2008, was held at the Graylyn International Conference Center in Winston-Salem, North Carolina on Tuesday, 28 October 2008. Dr. Als called the meeting to order at 8:30 am.

The following is a summary of the formal votes and major discussions held.

Formal Votes:

- Upon motion duly made, seconded and carried it was unanimously
Voted: To elect the slate of officers for the next year as presented: H. Als, President; g. Lawhon, Vice President; G. McAnulty, Treasurer, D. Buehler, Secretary; S. Kosta, Assistant Secretary.
- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the President's Annual Report to the Board with changes as discussed.

Changes discussed as follows:

- To reflect that the great progress of the NIDCAP Nursery Certification Program (NNCP) with the first and second pilot site visits;
- To change Mid-Atlantic NIDCAP Training Center to The Children's Regional Hospital at Cooper University Hospital;
- To change a detail on page 4 ("nine established NFI committees" to "eleven..."); and
- To eliminate three of the NNCP subcommittees (Finance, Marketing, and Products) and to define the NNCP as an NFI priority for the NFI committees of Finance, Marketing and Products and Services.

- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Director of Development and Administration's Annual Report as presented.
- Upon motion duly made, seconded and carried it was unanimously
Voted: To approve the budget for fiscal year 2008-2009 as proposed by the Treasurer in the context of the Finance Committee's Report.

The report included details of:

- The Actual Budget FY07-08 (Revenues: \$410,834; Expenses: \$287,922; Cash Balance: \$122,912); and
 - The Proposed Budget FY08-09 (Revenues: \$328,432; Expenses: \$285,396; Cash Balance: \$43,036).
- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Fundraising Committee Report as presented.
 - Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Membership Committee Report as presented.
 - Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Nominations, Elections and Appointments Committee Report as presented.
 - Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Report of the Sub-Committee on Intellectual Property as presented.
 - Upon motion duly made, seconded and carried it was by majority
Voted: To accept the Report of the Sub-Committee on NFI Certificates as presented.
 - Upon motion duly made, seconded and carried it was unanimously
Voted: To change the title of Director of Development and Administration to that of Executive Director.

This decision to change Dr. Wahl's title was made to more closely reflect his NFI duties and responsibilities.

- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Report of the NIDCAP Nursery Certification Program Committee with changes as specified.
- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Products and Services Committee Report as presented.
- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Program Committee Report as presented.

- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Quality Assurance Committee Report as presented.
- Upon motion duly made, seconded and carried it was unanimously
Voted: To accept the Communications Committee Report as presented.
- Upon motion duly made, seconded and carried it was unanimously
Voted: To change the nidcap@googlegroups.com listserv to an NFI Members-Only listserv; and further, to give the authority to the Communications Committee to make this change and notify those non-members who currently have access to the listserv.

New Business

It was proposed that all NIDCAP trainees be required to become Student Members of the NFI. The discussion was tabled for Tuesday's meeting, October 28, 2008.

Dr. Sheldon presented his accomplishments in working towards meeting the requirements for an American Academy of Pediatrics Technical Report submission. A few members of the Board offered their assistance for the next phase of this work.

The Board agreed that it was necessary to create an abbreviated version of the Strategic Plan to be posted on the NFI website and made available to NFI members and potential funders of the NFI.

There being no further business upon motion, duly made, seconded and carried, the meeting was adjourned at 6:10 pm.

Deborah Buehler, PhD
Secretary
NIDCAP Federation International