



NFI Board Meeting First Meeting of Interim FY 2022

**Sunday, October 9, 2022
1630 – 1830 CET**

Attending: Deborah Buehler, PhD, Fatima Clemente, MD, Mandy Daly, ACII, DLDU, Jennifer Degl, MS (joined at 1707) Gloria McAnulty, PhD, Jean Powlesland, MS, RNC, Dalia Silberstein, PhD, RN, Charlotte Tscherning, MD, PhD, Juzer Tyebkhan, MBBS, FRCPC, Dorothy Vittner, PhD, RN, FAAN

Absent (excused) Apoorva Sudini, BS.

Executive Director of Administration and Finance: Sandra Kosta, BA

Quorum Present: Yes

Our Mission

The NFI improves the future for all infants in hospitals and their families with individualized, developmental, family-centered, research-based NIDCAP care. (Adopted 29 June 2022).

Highlights of the Meeting

- *New Board member Charlotte Tscherning MD, PhD was welcomed to the NFI Board of Directors.*
 - *The current officers (Deborah Buehler, President, Dorothy Vittner, Vice President, Gloria McAnulty, Treasurer, Jean Powlesland, Secretary, Sandra Kosta, Assistant Treasurer) were reelected for a one-year term.*
 - *The Board of Directors' meeting calendar was discussed.*
 - *The Board of Directors informally reviewed the 33rd NIDCAP Trainers Meeting that had just concluded.*
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Meeting Minutes

D. Buehler called the meeting to order at 1645, welcoming new Director Charlotte Tscherning, MD, PhD to the Board.

Board Business

Election of Officers

Goal: To elect Officers for the NFI FY 2023.

Discussion: D. Silberstein stated that the five incumbent officers (D. Buehler, President, D. Vittner, Vice-President, J. Powlesland, Secretary, G. McAnulty, Treasurer, S. Kosta, Assistant Treasurer) had been contacted and agreed to run for reelection. She asked if there were additional nominations for any of these positions. There were none.

Outcome: D. Silberstein motioned that the slate of candidates be elected for a one-year term. J. Tyebhkan seconded the motion.

Further Discussion: D. Vittner stated that since G. McAnulty does not plan to continue in the post of Treasurer after this next year, it was critical that a future Treasurer be identified so that there will be time to learn the processes involved. In addition, the other responsibilities that G. McAnulty holds on other committee roles will also need to be delegated. J. Powlesland, S. Kosta, G. McAnulty and A. Sudini will create a task force to identify potential candidates for the Treasurer position.

Upon motion duly made, it was unanimously

Voted: to elect the slate of officers presented

President: D. Buehler

Vice-President: D. Vittner

Secretary: J. Powlesland

Treasurer: G. McAnulty

Assistant Treasurer: S. Kosta.

Board Calendar

J. Powlesland queried those present if they could continue to meet at the current monthly meeting time (second Wednesday of each month at 1300 Eastern Time). All agreed. Next meeting would be November 9th at 1300 Eastern. J. Powlesland will send out a doodle poll to identify a Mid-Year meeting date before the November meeting.

Board Operations

Review of 33rd Annual NIDCAP Trainers Meeting

D. Buehler noted that this meeting was unusual in several ways, including being our first foray into a hybrid conference, the first in-person meeting in three years, and the emotional impact of the tributes to Heidelise Als. J. Degl, who attended the meeting remotely, said that that technology worked well without major issues and she enjoyed the meeting. The hybrid format allowed for participation to include those unable to travel to the meeting.

Early lessons learned from this first hybrid meeting:

- The list of participants was not available and was missed.
- Requests were made to increase time for questions for the keynotes and abstracts.
- Reflective sessions for the online groups did not appear to work well for all participants. Considerations for this activity might be to organize it with its own format, rather than duplicating the live sessions. Part of the issue for this group may have been that the participants tended to be primarily those who are new to NIDCAP with few “core” NFI members who may be accustomed to this type of session. Also, many online attendees left their video off and it was uncertain if they were present at that time. Meeting organizers may want to send out instructions and expectations ahead of time to those who will participate in small group discussions online.
- Some content could be moved out of the Trainers meeting and offered in online forums to free up time during the meeting itself. The program was full and attendees requested longer breaks to socialize and interact.
- Social programs should have consideration for those with limited mobility and/or who may need to leave the activity early before the main group does.
- The NFI Membership Meeting should be earlier in the NIDCAP Trainers Meeting program to allow for time for questions. At the point of the NFI Membership Meeting, a number of the participants had left and those with questions and concerns did not have time to follow up with Board Members and Committee Chairs after the meeting. Allowing two hours for the NFI Membership Meeting seems warranted.
- The hybrid format should be continued to increase accessibility of the meeting to others who cannot travel.

The meeting was adjourned at 1840 CET.

Submitted by Secretary,



Jean Powlesland