



NFI Board of Directors Conference Call FY 2026 Wednesday, February 11, 2026

Attending Deborah Buehler, PhD, Fatima Clemente, MD, Mandy Daly, ACII, DLDU, Jennifer Hofherr, MS, OTR/L, Maria Lopez Maestro, MD, Gloria McAnulty, PhD, Monique Oude Reimer-van Kilsdonk, RN, PhD, Jean Powlesland, MS, RN, C-NICC, Dorothy Vittner, PhD, RN

Absent: Livia Nagy Bonnard, Juzer Tyebkhan, MBBS, FRCPC

Quorum Present: Yes

Executive Director of Administration and Finance: Sandra Kosta, BA

Secretary: M. Daly

Our Mission

The NFI improves the future for all infants in hospitals and their families with individualized, developmental, family-centered, research-based NIDCAP care by providing and assuring the quality of NIDCAP education, training and certification for professionals and hospital systems.

Highlights of the Meeting

February Membership Forums: Two engaging meetings were held. Board Members from Europe will recommend times that would be best to schedule future forums for greater participation.

2025 End of Year Reports: The Governance, Finance and President's Reports were accepted. The Program Report is forthcoming.

Potential Conflict of Interest: J. Hofherr informed the Board that she was invited to join the Dr. Brown's Scientific Advisory Board. She agreed that she would recuse herself from any related discussion and

voting. Additionally, the current Conflict of Interest Form may be amended or revised to include declaration of Board Member conflicts.

Learning Center: Nadine Griffiths, BN, MNurs (ClinEd), GradCert (Paeds), PhD candidate accepted the Director position.

Database Update: Influx Studio’s proposal was accepted. A taskforce will be formed to support this initiative.

NFI Budget: The NFI FY 2026 Budget was approved.

M Daly motioned to accept the January 14, 2026 Minutes. J. Powlesland seconded the motion.

***Upon motion duly made, it was unanimously
Voted: To accept the January 14, 2026 Conference Call Minutes.***

Membership Forum

The Board reflected on the two recent engaging Membership Forums. Discussions focused on strategies to increase attendance at future forums, including the potential use of subtitles during Zoom meetings to support members whose first language is not English. The Board also considered scheduling meetings earlier in the day rather than in the evening and exploring additional communication channels to promote future Membership Forums, noting that email should not be the sole method of communication going forward.

Action: European Board Members to discuss and recommend the most suitable meeting time.

Board of Director End of Year Reports

D. Vittner to forward the Program End of Year Report to the Board by the end of the week.

J. Powlesland motioned to accept the 2025 Governance, Finance and President’s Reports. M. Oude Reimer-van Kilsdonk seconded the motion.

***Upon motion duly made,
Voted: To accept the Governance, Finance and President’s 2025 End of Year Reports. (8 Yes
and 1 Abstention)***

Board Plans

M. Lopez Maestro proposed that the working hours for the Mid-Year Board Meeting be adjusted to accommodate attendees from the two on site meeting time zones. A start time of 7:30am (USA) / 1:30pm (Madrid), with shortened lunch and break periods, was suggested.

Action: Board members to liaise with M. Lopez Maestro and S. Kosta to arrange hotel accommodation.

J. Powlesland presented her proposal regarding the Board Meeting calendar going forward. The fourth Tuesday of each month at 2:00 pm EST was identified as the most suitable time for the majority of Board members, although two members would only be available for one hour rather than the full 90 minutes. It was agreed to retain the current schedule of the second Wednesday of each month for the time being, with a view to reviewing the date and time at the May meeting.

Conflict of Interest

J. Hofherr informed the Board that she was invited to join the Dr. Brown's Scientific Advisory Board. It was agreed that, in the interests of good governance, J. Hofherr would recuse herself from any related discussion and voting.

The Board further agreed that the current Conflict of Interest Form should either be amended to include a section for the declaration of additional conflicts, or that a revised form be developed.

Contract Updates

Nadine Griffiths, BN, MNurs (ClinEd), GradCert (Paeds), PhD candidate has accepted the position of Director of the Learning Center. D. Buehler and D. Vittner will oversee the establishment of a Working Group, and an administrative assistant role will be advertised in due course.

Influx Studios, based in Edmonton, Canada, has submitted a proposal to NFI for the development of an NFI database. F. Clemente motioned move forward with the Influx Studios proposal to develop a new database for the NFI. M. Oude Reimer-van Kilsdonk seconded the motion.

Upon motion duly made,

Voted: To accept Influx Studio's proposal to develop a database for the NFI. (8 Yes and 1 Abstention)

Finance Report

J. Hofherr presented the 2026 budget to the board. M Daly motioned to accept the 2026 Budget, F. Clemente seconded the motion.

Upon motion duly made,

Voted: To accept the NFI FY 2026 Budget. (8 Yes and 1 Abstention)

The meeting was adjourned.

Next meeting will be on March 11th at 13.00 EST.

Submitted by Secretary,

Mandy Daly

