



## **Draft minutes of the General Assembly (GA)**

**held on Friday 19<sup>th</sup> March 2021**

### **1. President's welcome and introduction to the GA**

The President, Prof. Dr. Maria Müller Staub, welcomed members and guests to the General Assembly.

A total of 64 persons attended: 56 members and 8 board members. Agenda points are to be approved by majority votes, the Constitution by 2/3 of votes. Board members do not vote on agenda points but are eligible to vote in elections.

The following reports were published on the ACENDIO website one month ago for members' information:

- Minutes, resp. Presidents' 2019 report of Board of Directors for GA 2020
- Presidents' report of Board of Directors for GA 2021
- Secretary report
- Constitution
- ACENDIO Organogram 2019-2021
- Strategic Plan 2019-2021
- Report of Scientific Conference (SCC) and Local Organizations Committee (LOC)
- Report of Research Committee

### **2. Receive and approve two individuals from the attending membership to undertake the counting of votes**

Johannes Schirghuber, (PhDc, from Austria), Chair Nominations Committee, and Dr. Valentina Zeffiro (Italy) were suggested to undertake the counting of votes. The President thanked these persons for their excellent work in the nominations committee and supported the request that they count the GA votes.

The membership unanimously agreed.

### **3. Approve the agenda**

The agenda was unanimously confirmed.

### **4. Receive and approve the Annual Draft Report of March 21, 2020**

As the Workshop was cancelled due to the Covid-19 pandemic, the board held a meeting, and the annual report was published on the website thereafter.

The report was unanimously accepted.

## 5. Receive and approve reports from the Board of Directors of activities since the previous General Assembly (2020-2021)

- President's report (MMS)
- Secretary's report (FD)
- Conference Committee report (WP & HdGW / MF & SB)
- Research Committee, research grant (WP)

The **President**, Prof. Dr. Maria Müller Staub, reported on four regular and several special board meetings held to support ongoing activities. The Strategic Plan and Organogram were renewed and followed through. Main tasks of the last year included the finalization of the constitution and gaining new members. Writing Presidents' Messages is a new format the President started to keep members informed; and the eHealth Workgroups went on with their projects to provide SNL implementation and education guidelines. Two of our major tasks were the renewal of the website along with new membership databases and organizing the conference. This year ACENDIO organised the first online conference. The main reason for this decision was the Covid-19 situation, as travel and meeting restrictions are ongoing.

The **Secretary**, Prof. Fabio D'Agostino, reported his main functions that focused on the website project and conference registration along with frequent member contacts. ACENDIO gained 45 new individual members since the Falun conference, which is a very good exemption and was achieved by PR for the planned eHealth Workshop. Per December 31, 2020, ACENDIO had 146 Individual Members (including 6 Honorary Members) and 8 Institutional Members; the total number of ACENDIO members was 159.

The **Chair of the Scientific Committee**, Prof. Mariann Fossum, gave report also for the Online Organizing Committee (Prof. Wolter Paans & Helen de Graaf-Waar). Tasks included setting up the EasyChair platform, composition of a Scientific Conference Committee, abstract processes, conference administration and publishing conference news on the website and social media. In total, 61 abstracts were submitted and reviewed by at least two reviewers, and their scoring and comments were compared. A total of 48 abstracts was accepted for oral presentation and 11 as poster presentations.

The **Chair of the ACENDIO Research Committee**, Prof. Wolter Paans, reported on the 2019 winning team: Fabio D'Agostino (I), Claudia Leoni-Scheiber (A), Astrid Tuinman (NL), Valentina Zeffiro (I), Marika Widman (A), Sergio Barrientos-Trigo and Ana María Porcel-Gálvez (E). None of these persons were in the board at the time of submission (fall 2018). This research group worked with great dedication on a project called: 'Prevalence of nursing diagnoses in different patient populations and healthcare settings: a scoping review'. In the name of the board, we congratulate the team to their achievements which provide a successful example of how ACENDIO connects at least three countries, languages and cultures to research ACENDIO key topics.

- In 2020, another research grant was offered and we got three applications:  
A study that validates the NANDA-I nursing diagnosis 'Risk for perioperative hypothermia' (00254).  
Coordinator: Manuel Schwanda (A).
- A study providing an overview of the use of the Pain IM in electronic health records (EHRs) in three different countries. Coordinator: Antonello Cocchieri (I)
- A study providing information of the use of the validated versions of the The Functional Health Pattern Assessment Screening Tool in Brazil, Italy and Nigeria, fostering future investigation on the impact of this tool on the quality of nursing care. Coordinator: Luca Bertocchi (I).

The winner will be announced in the Closing Session tomorrow.

All reports were unanimously accepted.

## 6. Receive and confirm two members of ACENDIO as auditors

Prof. Ulla-Mari Kinnunen (Professor, University Eastern Finland and returning ACENDIO officer) and Lars van Heerden (ACENDIO member, representing Inst. Membership and Chair of Stichting Verpleegkundige Diagnostiek, Interventies en Resultaten, the Netherlands) received as auditors.

The auditors were unanimously accepted.

## **7. Receive and approve auditor report**

The auditor report was presented by Lars van Heerden. As controlling body, the auditors reviewed the annual financial statement of ACENDIO for the financial year ending December 31, 2020. Based on the results of this audit, they proposed that the General Assembly approves the annual financial statement and grants discharge to the Board of Directors.

The auditor's report was unanimously accepted.

## **8. Receive and approve accounts and the Treasurer's report (2020-2021)**

The Treasurer, Prof. Nick Hardiker, presented the report and ACENDIO accounts with the following highlights:

The net assets (i.e. current bank balance discounting income and expenditure from 2020 are €31,474, which represents a loss in year of €7,376 on the figure reported for 2019 (€38,850).

The main costs were attributable to web development (€2,800), cancellation of the Saint Pölten eHealth Workshop (€2,011), and Board expenses (€1,848) including those relating to the regular Board meeting in Rome in 2019.

The report was approved.

## **9. Receive and approve the new ACENDIO constitution (MMS)**

The President reported that the constitution was written in a new format according to the Dutch Association law. The original Dutch document first was professionally translated, then compared with the former ACENDIO constitution and further specified by the President. Second, it was back-translated for comparison with the original Dutch document. The content of the Constitution remained mostly the same as in the previous version. However, several sections had to be specified as requested by Dutch law. While the final version was accepted by the board in December 2019 - after several board review rounds - it was published on the ACENDIO website in March 2020 to inform the membership.

The sections with most changes/specifications were highlighted in yellow and address these topics:

- The description of the Association Year (spring to spring – ACENDIO's birthday) and the Financial Year (calendar year for financial statements/budgeting) were clarified along with descriptions on payment issues and application/termination specifications.
- Member rights and duties (start/obligations/termination) were described more clearly.
- A new requirement is that the nominee to be elected as President should have served in the Board of Directors for at least two years, and that the maximum duration of board members is 8 years.
- The constitution also states that board members have to submit their reports to board at least 1 month before GA, and these reports are published to inform the membership.
- ACENDIO is also bound to have auditors according to the Dutch Civil Code (book 2, sect. 393.1).
- Another novelty is that the nomination and election process is led by a Chair of Nominations/Elections. This person has to be an ACENDIO member or returning Officer but can't be a board member.
- According to the Dutch law, the minutes of the GA must be signed by the full board, and all books must be kept/archived for 7 years.
- While a constitution can go further than the Dutch Association requirements, no rules/regulations can be contrary to the Dutch law.

The information was received, and some questions of the GA were answered by the President.

The new ACENDIO Constitution was accepted.

## **10. Welcome new Honorary Members:**

- Prof. Walter Sermeus (MMS)
- Prof. Fintan Sheerin (WP)
- Dr. William Goossen (WP)

The ACENDIO board is proud to welcome Prof. Walter Sermeus, Prof. Fintan Sheerin and Dr. William Goossen as Honorary Members and to give them this life-time award of free membership. The achievements of all three Honorary members were described in laudationes by the President / Vice President. The President announced to send them the framed awards by post-mail next week. The Honorary Members came on stage and shared their thanks and visions for ACENDIO with the GA.

### **11. Receive and approve the proposal of the Board of Directors for activities during the forthcoming year (strategic plan) (MMS)**

The President informed the GA on the following, planned activities:

- Renew strategic plan, adapt organogram
- Going on with to reach the aims of both eHealth Working Groups
- New composition of committees (PR and Research Committees, Local Workshop Organization Committee)
- Support interactivities via website and social media, and publish board news, newsletter(s)
- Gaining Individual and Institutional Members
- Enlarge eHealth Working Groups

The planned activities were fully accepted.

### **12. Consider the following motion:**

That the subscription rate for all memberships for the biennium 2021-2023 shall remain unchanged:

<b>Member Type</b>	<b>Proposed Fee in Euro for 2021 -2023</b>
Individual	55.00
Individual (Half Biennium)	27.00
Student	27.00
Institutional	550.00

Proposed by: Treasurer. Seconded by: Vice-President.

The motion was carried and accepted.

### **13. Receive and approve the budget for 2021**

For 2021, an income from the conference of Euro 14'000 was anticipated. Also similar levels of external sponsorship, along with membership fees of 150 Individual Members (Euro 8250.-) and four Institutional Memberships (Euro 2200.-) were expected. This accounts to a total income of Euro 24'450.-

The total of budgeted expenditures is Euro 25'370.- and includes:

- Improving the technical infrastructure of ACENDIO, e.g. website and secretariat functions (2670.-)
- Support for eHealth Workshop St. Pölten (15'000.-)
- Board expenses (2500.-)
- PayPal and Bank charges (200.-)
- Secretariat expenses (500.-)
- Continued funding for foundational research through research grants (1500.-) and support for working groups (3000.-)

No questions or comments were provided by the GA.

The budget was accepted.

### **14. Elections**

The Chair of the Nominations & Election Committee, Johannes Schirghuber, first informed about ACENDIOs nomination and election process. The candidates and their motivation statements were published on the Website and Conference App by February 15, 2021. Institutional votes were collected in advance because the online database did not allow a separate count, the individual votes

of the GA were added directly after elections. The maximum of 10 Institutional Members was 100; and 48 Individual Members were allowed to participate in the election process. Institutional members could not vote again, therefore the total number of voters was 148. The following elections were announced by the Chair:

- President (2021 – 2023)
- Treasurer (2021-2025)
- 2 board positions (2021-2025)

**President:** One nomination had been received. The current President, Prof. Dr. Maria Müller Staub was nominated for the position by Prof. Ulla-Mari Kinnunen and by Prof. Wolter Paans, and was elected with 147 votes (100 Inst. Membership votes plus 47 Individual votes, 1 withhold).

**Treasurer:** One nomination had been received: Helen de Graaf-Waar, current board member, was nominated for the position by Prof. Fabio D'Agostino and Lars van Heerden, and was elected with 144 votes (100 Inst. Membership votes plus 44 Individual votes, 3 withheld).

**Board Members:** There were three nominations received for two positions as board members. The two with most votes will be elected:

- Dr. Bente Christensen, Norway (nominated by Mariann Fossum & Nick Hardiker)
- Mikko Härkönen, M.Soc.Sc., Finland (nominated by Ulla-Mari Kinnunen & Kaija Saranto)
- Dr. Gianfranco Sanson, Italy (nominated by Fabio D'Agostino & Valentina Zeffiro)

Dr. Bente Christensen was elected as Member of Board of Directors with 125 votes (90 Inst. Membership votes plus 35 Individual votes).

Mikko Härkönen was elected as Member of Board of Directors with 85 votes (60 Inst. Membership votes plus 25 Individual votes).

Gianfranco Sanson got 79 votes (50 Inst. Membership votes plus 29 Individual votes), and was not elected.

As no nomination for Vice President (VP) came in, the board has to assign a board member as VP, and the next GA will elect on this position. Accordingly, the board has the duty to assign a person to the empty board position.

The Chair of the Nominations & Elections Committee congratulated the newly elected board, thanked all who did nominate persons, and specifically all candidates for standing for elections.

## **15. Consider other matters of importance to the Association, which have been made in writing to the Secretary and postmarked one month prior to the meeting**

No other matters were written to the Secretary prior to the GA.

## **16. Closing of GA (MMS)**

Maria Müller Staub thanked for the trust of the membership and the re-election for another term. She also heartfully thanked all members for attending the GA and the board, the auditors and all members for their support.

The President announced that the next eHealth Workshop and Conference will be announced in tomorrow's conference closing session.

With special thanks to all conference presenters, the President closed the GA.

May 11, 2021; on behalf of the ACENDIO board written by



Maria Müller Staub