



A C E N D I O

THE ASSOCIATION FOR COMMON EUROPEAN NURSING DIAGNOSES, INTERVENTIONS AND OUTCOMES

ACENDIO BOARD OF DIRECTORS MEETING

November 8th, 2021, 16:00 – 18:00, online

Present	Apologies
Maria Müller-Staub (President) (MMS)	
	Claudia Leoni-Scheiber (Vice President) (CLS)
Fabio D'Agostino (Secretary) (FD)	
	Helen de Graaf-Waar (Treasurer) (HdGW)
Sergio Barrientos-Trigo (Board Member) (SBT)	
	Bente Christensen (Board Member) (BC)
Mikko Härkönen (Board Member) (MH)	
Valentina Zeffiro (Board Member) (VZ)	

I = Information

D= Discussion and Decision

<p>1. Welcome and apologies MMS welcomes everyone and opens the meeting at 16:00. MH and VZ present himself to SBT since it is the first time they meet. The same does SBT presenting himself to MH and VZ. MMS apologises the absence of BC, CLS and HdGW.</p>	MMS all
<p>2. Agenda – additions/confirmation, conflicts of interest All agree upon. No one has any conflict of interest. Report of the Research Committee has been added to the Agenda.</p>	MMS all
<p>3. Confirming the minutes (Board meeting September 10+11) MMS informs that she will put Karen Dunn Lopez's presentation on the DropBox so BC can upload it to the ACENDIO website. MMS informs that her Presidents Message is ready for publication as soon as other work is finished (registration and other website issues), and that the sharing of logins that always two board members have access is still ongoing. All confirm the minutes.</p>	MMS all
<p>4. Report of Secretary Activities + Update of actual Individual and Institutional Members FD reports activities and that ACENDIO has a new Individual Member. His report has been uploaded in the DropBox.</p>	FD
<p>5. Report of President MMS reports activities and that her report has been uploaded in the DropBox.</p>	MMS
<p>6. Report of the Treasurer MMS reads the Treasurer's report and that her text report has been uploaded in the DropBox. However, no financial statement on spending/income was uploaded yet. Presenting the current finances every three months to boards is <i>regular, good practice</i> in associations so that the board can take co-responsibility and back up the treasurer.</p>	HdGW (shown to all by MMS)
<p>7. Report of the Research Committee VZ reports her activity about the Research Committee. Research Grant amount was already discussed during the last GA so the amount will be the same (1500 euros). The Application Form is the same (added just one point about the research progress) but the format has been improved to be more interactive. The Evaluation Form is the same (added just one point about the research progress feedback). Guideline Report is the same, the format of the form has been improved.</p>	VZ



A C E N D I O

THE ASSOCIATION FOR COMMON EUROPEAN NURSING DIAGNOSES, INTERVENTIONS AND OUTCOMES

<p>The Research Grant will be announced before next Christmas on the website/Twitter/Facebook, along with the Presidents Christmas Letter. The winner will be announced at the next Workshop in St. Pölten. All agree upon and MMS thanks VZ for her fabulous work.</p>	
<p>8. Report of eHealth Working Groups MMS reads the report of the Working Group 1 (HdGW leads this), several ACENDIO Board members (n = 7) joined this working group, which is great and including members is a long-term aim of ACENDIO. MH reports about Working Group 2 (MH leads this), MH can share with the Board the draft of the questionnaire (the questionnaire wants to investigate the use of SNL in different countries) that will be administered to ACENDIO members. MMS thanks the work of both working groups.</p>	<p>MH, HdGW</p>
<p>9. Report of Public Relations Committee incl. website + social media FD, BC, HdGW and CLS had a meeting on November 6th to discuss about the Workshop registration form and payment + terms and conditions to be implemented on the ACENDIO webpage. Having clarified this, FD can now contact Overstep that will do this work for ACENDIO using the assistance hours (already paid by ACENDIO). This should be ready by the end of November. MH reports that a new pw has been set for the ACENDIO Twitter account (so ACENDIO Twitter is now active). MMS asks to renew the Twitter information that are still the old ones on the website and thanks everyone, as the website is now more actively adapted and more informative.</p>	<p>FD, BC HdGW, VZ, MH</p>
<p>10. Legal Acts (WBTR) Project + ACENDIO statute Report +To be discussed: Work on role description. MMS reports about this project to inform also SB. a) Conflict of interest for research grants (to be discussed in February 2022 when the Board knows more information from the Dutch Law of HdGW) b) Multiple voting rights (to be discussed in February 2022) c) Dismissal of board members (two payment reminders in two months, not acted upon board activities for 4/6 months, decision taken by the board, prepare general text and ask advice). (To be discussed in February 2022 when the Board knows more information from the Dutch Law).</p>	<p>HdGW CLS/FD</p>
<p>11. Strategic Plan & Organogram Confirmation of the Strategic plan. All agree upon after some questions arose. SBT will add his vision for the biennium in the Strategic Plan (directly in the DropBox).</p>	<p>MMS all SBT</p>
<p>12. Workshop St. Pölten MMS shows the report of CLS and about written contracts which need to be signed with the hotel, St. Pölten FH and about gatherings (hotel/caterer). Make sure all is safely contracted in case of workshop cancellation (deadlines, costs, refunds etc), and put all on dropbox. The new Dutch law requires board approval for amounts higher than 500 euros, and its best if two board members sign contracts. Report on state of registration, streaming possibilities, rooms, hotel accommodation for board will follow by CLS in the next meeting. Every board member will book the Hotel by themselves, while we still do not have a contract for the dinner, resp. don't know the hotels cancellation policy. Budget has</p>	<p>CLS (MMS) CLS + FD</p>



A C E N D I O

THE ASSOCIATION FOR COMMON EUROPEAN NURSING DIAGNOSES, INTERVENTIONS AND OUTCOMES

<p>been renewed (MMS shows it). Streaming is a possibility for the workshop while there should be no fee for the rooms in case of workshop cancellation (due to Covid-19) as reported by CLS (we need this in writing, as the policy was different last time). Dinner cancellation is not clear to the Board and Claudia will report about this.</p>	<p>CLS</p>
<p>13. Time to work on role descriptions (to be discussed at the next meeting)</p>	<p>All</p>
<p>14. 14th ACENDIO Conference: Conference title and Keynote speakers. Roles of Chair Scientific Conference Committee (SCC) and Local Organizations Committee to be assigned. FD reports (as clarified at the last Board Meeting) that in December he will report to the Board the possibility to organize the next Conference at his University in Rome. MMS illustrates the functions of the two Committees and how the two Committees collaborate. Chair of the Scientific Conference could be FD, while the Co-Chair is Gianfranco Sanson that could also be the person in charge to use EasyChair for the Abstract Evaluation. VZ could be the Chair of the Local Committee. All agree upon, FD reserves the right to see what responsibilities and activities this role entails before accepting. Next month, FD, GS and VZ will read the Conference Planning document and will start to think about a conference title, and on suggested keynote speakers. Possible speakers could be Lisiane Pruinelli (on AI/Big Nursing Data/Informatics, repr. BR+USA), Ulla Mari Kinnunen (on Finlands eHealth Strategy and a well-know ACENDIO representative and now full professor in Nursing Informatics representing Finland), and Ellen Moriah (on making nursing politically visible) etc. The board supported these suggestions and discussed costs for two keynotes (flight, hotel), whereas one could be an online (e.g. Moriah from Israel/Canada). FD + VZ will review suggestions and come up with decisions for board approval, as keynotes need to be invited asap by the President.</p>	<p>All</p>
<p>15. Varia (if we have time): a reserve person could be appointed by the GA to substitute a missing Board Member (to be postponed according to WBTR).</p>	<p>All</p>
<p>16. Next meetings Additional short evening meeting in December to keep track St. Pölten PR/registration process: 15th December at 16:00 – 17:30 (Board Meeting) 4th February 2022 at 16:00-18:00 + 5th February 2022 at 9:00-16:00 Regular board meeting (online or in person?) 20th April (late afternoon/evening) before the Workshop and the 22nd April after the Workshop 09:00 – 16:00 in St. Pölten (travelling home next usually next day, Sat/Sun).</p>	<p>All</p>
<p>17. Closing round All are happy with the meeting and the work done and are excited for the next Workshop in Austria, and to go there and to see each other.</p>	<p>All</p>
<p>18. End of the meeting MMS closes the meeting at 18:00.</p>	<p>MMS</p>