



Draft minutes of the General Assembly

held on Friday 17th March 2023, Rome Italy

1. President's welcome and introduction to the GA

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

A total of 77 ACENDIO members attended. Agenda points are to be approved by majority votes, which are counted by using the conference app. Board members are eligible to vote, as they are individual members. The following reports were announced by mail to the members and published on the ACENDIO website one month ago for members' information:

- Minutes of the General Assembly 2022
- ACENDIO Strategic plan and Organogram 2022-2023
- Proposal for revisions in the Constitution
- Presidents' overall report
- Secretary report
- Vice-Presidents report
- eHealth Workgroup 1 report on SNL implementation
- eHealth Workgroup 2 report on SNL education
- Research Committee report

Along with the above GA documents, 5 nominees including their motivation statements for becoming ACENDIO board members were published: Leoni-Scheiber Claudia (Vice-President), Zeffiro Valentina (Secretary), Dunn-Lopez Karen, Klančnik Gruden Maja and Vanalli Mariangela (Member of Board of Directors).

2. Receive and approve two members to undertake the counting of votes

Dr. Silvia Brunner (Switzerland) and Dr. Fintan Sheerin (Ireland) acted as Nominations Committee and were suggested to supervise and evaluate the counting of votes. The President thanked the Nominations Committee for their work as a committee.

The membership agreed (96.8%)

3. Approve the agenda

The agenda was agreed (96.8%)

4. Receive and approve the draft of the Annual GA Report of March 19, 2021

The draft of the Annual GA Report of March 19, 2021, was approved (96.8%)

5. Receive and approve reports from the Board of Directors of activities since the previous General Assembly (2022-2023)

- a. President's report
- b. Secretary's report (Local Organizations Committee (LOC) and Scientific Conference Committee (SCC) report (FD) of 14th Conference)
- c. Vice-President's report
- d. eHealth Workgroup reports (Mikko Harkonen and Helen de Graaf-Waar)
- e. Research Committee Report (Valentina Zeffiro and 2021 Research Grant report by Manuel Schwanda)

The **President** Prof. Maria Müller Staub reported innovative, effective activities of the board and members. To support these, two regular and six short (evening) board meetings were held. The Strategic Plan and Organogram were renewed and followed through. She took leadership by overseeing all work and representational functions. Writing Presidents' Messages kept members informed; and the eHealth Workgroups went on with their projects to provide SNL implementation and education guidelines. Two major tasks were organizing the eHealth Workshop and General Assembly (GA) in St. Pölten and to organize the 14th ACENDIO conference during which this GA is held. She also represented ACENDIO by giving invited keynotes at the following conferences: Legacy of V. Saba, Friends of the National Library of Medicine (USA), Japan Society of Nursing Diagnosis / 5th Sigma Conference (J), the eHealth Commission of the Swiss Nurses' Association (CH), eHealth Workshop in St. Pölten (A) and at ESNO in Brussels (B).

The **Secretary** Dr. Fabio D'Agostino (FD) reported that per December 31, 2022, ACENDIO grew from 106 to 188 members. These are: 172 individual members, 6 Honorary Members and 10 Institutional Members. Secretary functions focused on administration (e.g., minutes, management of documents and membership database, member contacts, collaboration with the website provider Overstep, management of ACENDIO tools such as Paid membership etc.). Besides, he was member of eHealth working group 1 and supported the ACENDIO Legal Act Project. The main task was being chair of the Local Organizations and Scientific Conference Committee of the 14th ACENDIO Conference in Rome.

The **Vice-President**, Dr. Claudia Leoni-Scheiber, gave report on the first official ACENDIO Workshop in St. Pölten held in March 2022, and on her other commitments as part of the eHealth Workgroup 2, the WBTR project and the collaboration with ESNO.

The **eHealth Workgroup 1** was reported by its chair Mikko Härkönen. Members are Bente Christensen (Norway), Fabiana Dos Santos (Brazil), Kim de Groot (the Netherlands), Renate Nantschev (Austria) and Fabio D'Agostino (Italy). The final product of this working group will be a 'Practical Implementation Guide' on what, how and why to implement SNLs into practice.

The **eHealth Workgroup 2** was reported by Claudia Leoni-Scheiber. This Workgroup counts 13 members representing the Netherlands, Austria, Italy, Spain, Germany, Slovenia, and Switzerland. The product of this working group is a 'Practical Implementation Guide' on how to implement SNLs into education.

The **Research Committee** report was presented by Dr. Valentina Zeffiro (VZ). This committee consists of the following board members: Valentina Zeffiro, Sergio Barrientos-Trigo, Fabio D'Agostino, Claudia Leoni-Scheiber and Maria Müller Staub.

ACENDIO offered another grant opportunity, and three research proposals were submitted:

- Single-centre retrospective study to evaluate differences in nursing diagnoses, interventions, and outcomes (NNN) according to sex, gender identity, race/ethnicity, socioeconomic class, disability, body weight, mental health condition, and presence of substance abuse in older adults undergoing surgical treatment.
- A Consensus Study to refine a Novel Humanistic Decision-Making Process Framework (HumDeM) about the concepts' labels and definitions as well as the conceptual model of a new nursing decision-making framework.
- Mapping the nursing interventions of EHRs with the Classification of Nursing Interventions (NIC) related to the 10-Step Spatz model and validate it by experts.

The Research Committee evaluated the submissions by using detailed evaluation criteria. One member did not participate in the evaluation due to a conflict of interest and to assure unbiased evaluations. The winners are announced under point 15 of these minutes.

All reports were accepted (98.39%)

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

Ulla-Mari Kinnunen and Lars van Heerden were confirmed as auditors (98.41%)

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, 2022. 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 accepted (98.41%)

8. Receive and approve accounts and the Treasurer’s report (2021-2022)

The Treasurer, Helen De Graaf-Waar, presented the report and ACENDIO accounts.

The report was approved (98.39%)

9. Receive and approve changes in the Constitution

A summary of needed adaptations was presented by the President. The adaptations have to be made due to requested specifications of the Dutch Chamber of Commerce. In fact, these requests were already followed through before in the ACENDIO board and therefore, are specifications. All changes were published for review one month before so that the membership could review. MMS informed that a 2/3 majority approval is needed for changes in the constitution.

Changes in the Constitution were approved (96.61%)

10. Receive information on collaboration with ESNO

ACENDIO got an invitation to become an Institutional Member of the European Special Nurses Organization (ESNO). The Board evaluated this possibility by several meetings with ESNO and got its Associate to prepare a motion towards today's GA to accept the invitation. However, no motion was set because the Board didn't feel prepared for several reasons. First, the workload of collaboration was unclear in the situation of changes in the ACENDIO board and second, current ACENDIO institutional members would have left ACENDIO if ACENDIO had become an institutional member of ESNO. The Board suggests continuing the collaboration with ESNO.

11. Receive and approve the proposal of the Board of Directors for activities during the forthcoming year (Strategic Plan)

- Follow and renew Strategic Plan go on with activities.
- Renew ACENDIO's Organigram / Organizational chart
- eHealth Workgroups: Spread, deepen and evaluate the Implementation Principles
- Keep active website, social media, board news/newsletters
- Plan the eHealth Workshop & GA 2024 directly after this GA
- Support and gain more Individual and Institutional Members by reaching out to Health Care Institutions and Universities to assure sponsorship and spreading ACENDIO's mission
- Start planning the 15th ACENDIO Conference – the 30st Anniversary – in summer/fall 2023.

Activities were approved (98.28%)

12. Receive a motion:

The subscription rate for all memberships for the biennium 2023-2025 shall remain unchanged:

Member Type	Proposed Fee in Euro for 2023 -2025
Individual	70.00
Individual (Half Biennium)	35.00
Student	35.00
Institutional	565.00

Proposed by: M. Müller Staub (President). Seconded by: H. de Graaf-Waar (Treasurer)

The motion was approved (98.31%)

13. Receive and approve the budget for 2023

The Treasurer, Helen De Graaf-Waar, presented the budget for 2023.

The budget was approved (91.67%)

14. Elections

Presentation of candidates by Nominations Committee, Dr. Fintan Sheerin & Dr. Silvia Brunner: there are 1 candidate for the role of Vice-President, Claudia Leoni-Scheiber; 1 candidate for the role of Secretary, Valentina Zeffiro (both actual Board Members) and three new candidates for two Board positions: Karen Dunn Lopez, Maja Gruden, and Mariangela Vanalli.

For the position of President, no nominations came in.

- Information on the election process: Institutional Members' votes were collected before the GA, while individual members vote during the GA.

- Voting took place using the ACENDIO app.

Results: The candidates with most votes were elected: Claudia Leoni-Scheiber (127 votes), Valentina Zeffiro (129), Karen Dunn Lopez (107), Maja Gruden (126). (Mariangela Vanalli, 24, not elected). Therefore, the new ACENDIO Board is: Claudia Leoni Scheiber (Vice-President), Helen de Graaf-Waar (Treasurer), Valentina Zeffiro (Secretary), Bente Christensen (Board Member), Mikko Härkönen (Board Member), Karen Dunn Lopez (Board Member), and Maja Klančnik Gruden (Board Member).

Confirmation of elections: As there was no nomination for President, the Vice-President is responsible for taking over these duties until the next Presidents' election. The board assured to support her and share responsibilities. The handovers of President and Secretary are planned, and everything is well prepared.

Maria Müller Staub thanks to all who did nominate persons, and to all candidates for standing up for elections. She is convinced the work will go on well because the remaining board members active roles together with the commitment of the newly elected Board Members.

15. Receive information (research grant, poster prize winners, next events)

Valentina Zeffiro, Research Committee Chair, announced the **winners of the ACENDIO Research Grant:** While all submissions were of good quality, this one got the highest scores: "*A Novel Humanistic Decision-Making Process Framework (HumDeM): A Consensus Study*" by

Luca Bertocchi, Rita de Cassia Gengo E Silva Butcher, Suellen Cristina D. Emidio.

Poster prize: 52 posters were rated by using evaluation criteria. The highest scores were achieved with the poster: *Mapping and validating nursing-sensitive outcomes and interventions toward nursing diagnoses related to heart failure self-management: A study protocol.* Therefore, the winners are:

Natany da Costa Ferreira Oberfrank, Camila Takao Lopes, Karen Dunn Lopez & Gianfranco Sanson. The first author of this poster gets a free entry to the next ACENDIO conference.

16. Honoring the leaving board members

Sergio Barrientos-Trigo and Fabio D'Agostino, Secretary, were honored by Maria Muller Staub, while Maria Müller Staub, President, was honored by Fabio D'Agostino and Fintan Sheerin.

17. Welcome of new Honorary Members

Maria Muller Staub was honored for her special contributions in developing, validating and implementing SNLs and her commitment to ACENDIO over the last 20 years with the lifetime Award of Honorary Membership of ACENDIO.

18. Announcing the next events

The next eHealth Workshop & General Assembly will take place in Oslo, Norway (March/April 2024). The 15th ACENDIO Conference and 30st Anniversary will take place in Rotterdam, Netherlands (March/April 2025). The announcements were applauded by the GA.

19. Closing of the General Assembly

As no other matters were written to the Secretary (prior to GA), the President closed the GA.

March 18th, 2023; minutes written by



Maria Müller Staub, President



Fabio D'Agostino, Secretary