



European Association of Neuroscience Nurses

Minutes of the Board of Directors Meeting
Blankenberge, May 3-4, 2011

PRESENT

Executive committee

Paul van Keeken	President
André Houtman	Treasurer
Ann-Cathrin Jönsson	Secretary

Representatives

Nilsa Fisher	Austria
Katrin Gillis	Belgium
Lenka Copacevic	Croatia
Mette Kurup	Denmark
Ingrid Poulsen	Denmark
Johanna Martin	Finland
Helen Meagher	Ireland
Geert Teerling	Netherlands
Ilse Vosman	Netherlands
Jasna Nikolcic	Serbia
Helena Tusar	Slovenia
Zeliha Tulek	Turkey
Cath Waterhouse	United Kingdom

1. Welcome and introductions

The President opened the meeting by extending a welcome to the board members of the EANN and invited the members to introduce themselves to the participants of the meeting. The meeting planned to take place in February had been cancelled because only a few members had been able to participate. The president reported that the number of members had increased by 265 members, and we had reached a total of 2240 members now. He also reported that contacts have been taken with neurosurgical nurses in Turkey and they are expected to join the EANN.

Helen Meagher informed the board members that she was unable to participate at the congress and that she had come to Blankenberge only to participate at the board meeting.

2. Apologies for Absence

Apologies had been received from:

Christian Klomfar, Austria; Susann Schultka, Germany; Dorothea Bergs, Iceland; Emanuela Fornasier, Italy; Åse Humberstet, Norway; Jörg Gottschalk and Petra Hoffman, Switzerland.

3. Minutes BOD meeting Belgrade, 2010

The minutes were confirmed by all representatives present.

4. Reports from national representatives

The representatives of associations in the following countries had emailed reports that had been distributed to all board members by the secretary before the meeting: Austria, Croatia, Denmark, Norway, Serbia and Slovenia.

Geert Teerling brought up the need to do something about the website that is not functioning properly. This discussion was initiated by the vice-president and the secretary in Belgrade last year (reference item 8 in the minutes from 2010). Unfortunately the subject had not progressed for different reasons, primarily since the vice-president had left her post shortly after the meeting in Belgrade. The subject will be further discussed under item 8.

Katrin reported that she had mainly been working with preparations for the congress in the past year. She also informed about the opening ceremony of the congress, particularly about how to act on entrance and exit of the princess Astrid, who will perform the official opening of the congress.

The reports from Lenka and Jasna had been distributed to the BOD, and they made some additional comments. In 2012 a congress will be organized in co-operation between Croatia, Slovenia, Serbia, Montenegro, Bosnia-Herzegovina, Greece, Turkey and if possible other eastern European countries. The board found this way of working together between several different countries to be an important progress in the development of neuroscience nursing. Zeliha reported that she is active in research regarding stroke. An association of neurologists in Turkey would like to have a section of neuroscience nurses, which could result in this section of neuroscience nurses in Turkey being members of the EANN.

Cath presented the BANN report which had not been distributed to the participants before the meeting, but her report will be sent out to the board members together with the minutes.

Helen reported that the work with development of their association in Ireland has now resulted in 45 members. Helen was complimented on the results of their hard work.

Johanna reported that some of the Finnish nurses are using Neuroblend material.

5. Reports from the Executive Committee

The secretary had emailed the reports from the EC (Paul, André and Ann-Cathrin) to the board before the meeting. Further comments will be made regarding their activities under other items on the agenda.

Paul asked the board if EANN could pay for his costs for participating in meetings during the past year as specified in his report and this was approved by the board. (Kansas city Hotel 323,3 €)

6. Other ways of thinking regarding EANN congresses

After the WFNN congress in Japan in 2013; the WFNN is considering arranging congresses in different regions, which raises the question whether EANN should try the same procedure. Katrin commented that many participants at the congress in Belgium are coming from different parts of the world.

André reported that among the 460-470 participants in the Belgian congress; 208 are not Belgians and among these participants only 70 are coming from European countries.

Paul suggested having a discussion about more frequent congresses with fewer participants instead of very big congresses with 4 year intervals. Paul's suggestion was that we reflect on this and have a discussion at our next meeting.

The following questions could be discussed for the future:

- How many parallel sessions should we have?
- Can the participants be participating in the presentations?
- More focus on quality and evidence-based nursing.
- Can we have more frequent congresses in the Eastern European countries like the 2012 congress presented by Jasna and Lenka?

Helen made the comment that money is always a problem and also the language in some countries.

Jasna thought that Eastern European congresses are not important for the rest of Europe because of the level.

Zeliha said that it would be very expensive to offer translation when they arrange conferences in Turkey.

Nilsa concluded from their experiences in Austria that national conferences are very much dependent on sponsors and the fee for participation cannot be too high.

Paul suggested that we form a work group to discuss and form proposals regarding new ways of organizing congresses/conferences including how often we should organize such events. Cath, Lenka, Jasna and Ilse were elected to be members of the congress work group.

7. Venue and date of the 2015 EANN congress

The Nurses Association of Serbia, Section of Neuroscience nurses, had written a proposal to host the 2015 EANN congress in Belgrade. Her proposal had been emailed to the board members before the meeting. Jasna gave an impressive presentation of the plans for the 2015 EANN congress, and the proposal was agreed upon by the board.

Katrin will send the latest revised guidelines to Jasna, i.e. after a proposal for revision has been presented and accepted at the meeting next year.

Paul asked Jasna to present the plans for the 2015 congress at the closing ceremony of the present congress.

8. EANN website and work groups

As discussed earlier we need to change and develop the EANN website. Winny will not continue to be responsible for the website and we will look for a new host.

Cath suggested that Mary Braine could show us a good example of how to work with a website. This was welcomed by the board. Mary gave a very interesting presentation of the BANN website and showed the board many good examples of how a website can be built up. Cath, Johanna and Helen will work with the EANN website and they will present a proposal by the end of this year.

The following issues should be discussed in the work group and the results from the discussions should be presented to the board.

Who will be the webmaster? How much will the new website cost? How can the new website contribute to the development of the EANN? When calculating the costs for creating a new website it should also be considered if we will be able to keep the website updated continuously.

Also other work groups were formed as follows:

Neuroscience research: Zeliha, Ann-Cathrin, Katrin, and Ingrid

Education: Paul, Mette, Zeliha, and Cath

It will be possible for the work groups to communicate through the Neuroblend website and possibly also through the EANN website after it has been developed.

9. Financial report

André's summary of the number of members of the national associations and of the financial situation had been sent to the board members before the meeting. André asked Paul to make a budget plan for his expected costs. Paul proposed that we use the financial guidelines for this purpose.

Paul brought up item 1 in his report, i.e. to have the EANN bank account in the name of EANN instead of the treasurer's name and that three members should sign transfers on the account. André will investigate and report on the consequences of such a procedure.

There was some discussion between André and Paul making it clear that there are some differences of opinion between the EC members regarding handling of the finances. Paul and André suggested that April 1 should be the final payment day for the member fee, and the EC will check if this is in accordance with the guidelines and the EANN articles. André informed the board that he wanted to have updated email addresses of the member associations' treasurers.

André also brought up the discussion between him and Paul about giving Winny dePaepe and Eddy deBurck a present worth € 700 for their work with the congress. Furthermore; André asked the board to reflect on the different suggestions being brought up regarding the future activities and whether the expenses would be realistic for the future of the EANN.

10. Elections EANN Executive Committee

Three persons had been nominated by their national associations for three posts of the Executive Committee. Ann-Cathrin and Thora Hafsteinsdottir had resigned from their posts before their period of four years had ended, and therefore the results of the elections were as follows.

Cath Waterhouse was elected secretary for two years

Paul van Keeken was elected president for four years.

André Houtmann was elected treasurer for four years.

Ingrid Poulsen has replaced Thora Hafsteinsdottir as president of the scientific committee. Although Ingrid Poulsen had not been nominated as vice president, the board agreed on the suggestion by Paul that she could be proposed to be vice president and she also expressed interest for the post. After that the board elected Ingrid Poulsen as vice president for a two year period.

The president welcomed Cath as a new EC member and thanked Ann-Cathrin for being at the post of secretary for so many years. With Cath being on the EC; the UK can be represented by a new member next year. The new EC will be in charge right after the EANN meeting in Blankenberge. Consequently Cath is still able to vote on behalf of the UK at the present meeting.

The president informed the board that this will be his last four year period as president. Paul's aim for his last period is to start implementing the Neuroblend project in co-operation with the WFNN and strategic partners.

11. Neuroblend

Paul's report emailed to the participants before the meeting included several items on the Neuroblend project. Paul added the following comments:

The EFNS (the European Federation of Neurological Societies) had contacted Paul and the Federation had agreed to be a strategic partner in education.

Also the WFNN as mentioned in previous discussions is expected to be a strategic partner. As mentioned under item 7 in the President's report; Nicolai van der Woert is willing to be president of the Educational Board for a period of four years and the number of hours for this assignment has been estimated to 4 hours/week.

Sponsors from different countries have expressed interest in supporting the Neuroblend project. Paul has been in contact with several possible sponsors, but we cannot establish any formal agreements until our foundation has been formally established.

The board members had received Part 4 of the document *Towards the next level of service for neuroscience nurses*. The board voted on the proposals to the board as specified in Part 4, Page 5 – EANN establishes the NeuroBlend Foundation in partnership with the Nijmegen University Medical Centre St Radboud as promoter and legal representative of the partnership

of NeuroBlend and the WFNN in accordance with the statements in the Business model. The NeuroBlend Foundation should be open for future strategic partners. EANN, WFNN and the representative of the original NeuroBlend partnership to sign a Memorandum of Understanding (the Blankenberge Treaty) right after the board meetings of EANN and WFNN.

Page 8 - EANN/WFNN accept the changes in the business model and the current Global Initiative Group is responsible for building the internal infrastructure of the NeuroBlend Foundation. The initiative group remains on office until the internal infrastructure is strong enough to take over the functions.

Page 12 – EANN invests € 4000 per year for a period of three years to facilitate live meetings of the Global Initiative Group in order to establish the infrastructure of the NeuroBlend Foundation.

The proposals were agreed upon by the board.

12. Venue, date and time of the next meeting in 2012

Two board members expressed interest to be possible hosts for the next board meeting in May 4-6, 2012; Nilsa Fischer and Zeliha Tulek. However Zeliha could not guarantee being able to host in May, 2012. It was concluded that Zeliha would have to confirm by the end of the year if she could be the host of the next meeting, otherwise Nilsa would accept being the host.

13. End of meeting

Paul thanked all the board members for their participation in the board meeting including many important discussions for the future of the EANN.

Paul van Keeken
President, EANN

Ann-Cathrin Jönsson
Secretary, EANN