



**EANN REPRESENTATIVES BOARD MEETING  
VIENNA  
May 3- 5. 2013**

**Present:**

Paul van Keeken	Ann-Cathrin Jönsson	Zeliha Tulek
Johanna Martin	Ilse Vosman	
Cath Waterhouse	André Houtman	Nilsa Fisher
Christian Klomfar	Ingrid Poulsen	Neal Cook
Ase Humberst	Katrin Gillis	Jovanca Buhagiar
Lenka Kopacevic	Robert Ślusarz	Åse Humberst
Nicola Curuvija	Dorota Mlyska	

**Apologies:**

Jasna Nicolcic	Mette Kurup	Marianne Klinke
Judi Penrod		

	Action
1. Istanbul minutes 2012 – agreed as correct and signed – no revisions.	
2. <b>Reports</b> Reports from all the executive board members and National representatives members had been circulated prior to the meeting. No questions or issues were subsequently raised.	
3. <b>Financial Report</b> André presented an updated data sheet of current finances which showed a healthy and steady accumulation of funds under his prudent management.  EANN now have 1,974 members documented from the National treasurers. However we also recognised that this was probably not an accurate reflection of numbers as anacdotadly we recognise that some countries under represent the actual numbers for the payment of subscriptions and we are unable to check accuracy.  It was suggested that a standing order could make it easier to manage (non-payment after 2yrs would mean that they would leave the association).  Another suggestion was that if there was no payment then that country would lose their voting rights. We also considered everyone paying a fixed amount e.g 200€, but we decided that this wouldn't be fair on the smaller countries with fewer membership.  We agreed that we must continue to abide by the associations financial guidelines and the secretary will issue a 'blank' invoice in October for submission to the relevant treasurers. Failure to make a prompt payment will incur a penalty of 50€ with loss of voting rights at that meeting.	



	<p>different languages and develop a business case for future development. The faculty would consist of an executive board with representatives for Education/Research leading to a community of teachers facilitating sharing of information, teaching plans and materials. Similarly the scientific board would ensure that the evidence base is sound and accurate.</p> <p>Paul suggested that initially Neuroblend would be opened up to teachers at a cost of approx 100euros/per year/er school.</p> <p>The project now needs to attract healthcare companies to sponsor development of the site and ensure continuity of the project.</p> <p>It was discussed that Paul was in a difficult position and there may be some conflict of interest between EANN and Neuroblend. Ingrid put forward that the EANN needs to have representation and a voice on the faculty board to be more involved with executive decision making. Neuroblend also needs to consider additional representation from the clinical environment i.e clinical teachers and not merely University based teachers. Paul stated that this individual may need to be sourced outside of the board as it needed to be someone with the relevant competencies, knowledge and experience.</p> <p><b>Proposal:-</b></p> <ul style="list-style-type: none"> <li>• Ask the EANN board to find a representative willing to attend meetings for at least 3yrs – expressions of interest to be sent to Paul.</li> <li>• There will be 3 boards (foundation/research/education) people need to submit evidence of interest to Paul</li> </ul>	
7.	<p><b>Research Group</b></p> <p>Ingrid organised a meeting of the research group the previous evening and Katrin presented the most recent results from their questionnaire. Stroke care is different in each country. The aim of the research is to compare practice in line with the Helsingborg agreement, explore the differences and find out if further research is required.</p> <p>There has been a mixed response of returned questionnaires and some countries it has been disappointing, therefore the group asks for board members to encourage completion and return of the papers – deadline is formally 30th May but the team is happy to receive papers up to the end of July when they will start to collate the data.</p> <p>The board acknowledged that this project had been undertaken without funding – the board agreed that we should offer some financial support if required in the future.</p>	<p>CW to arrange translation into French and German.</p>
8.	<p><b>Education Research Bid</b></p> <p>Neal Cook presented a project that he had been developing with Mary Braine from Salford University U.K.</p> <p>The aim is to evaluate the nature of post-registered neuroscience education across Europe and subsequently elicit the perceived needs of those nurses.</p> <p>Building on previous work by Carole Forde-Johnson the project acknowledges the diverse nature of neuroscience nursing and will determine what education is currently received. There will be an on-line survey which will rely on collaboration between our members. It is</p>	

	<p>hoped that results will be available by November 2013 which can be disseminated via the website, leading to publication and presentation at the next congress in Belgrade.</p> <p>Neal asked the board members for financial support – used to reimburse respective universities in Belfast and Salford.</p> <p>It was unanimously agreed to partly fund the project (60% of what was applied for = 60% of 6759 British Pounds).</p> <ul style="list-style-type: none"> <li>• 2 queries with question 12 and 18 related to translation – Neal to amend questions.</li> </ul> <p>The next stage involves Neal and Mary applying for European grants with the possibility of extending the project to the WFNN pending negotiation.</p>	
9.	<p><b>Belgrade Congress 2015</b></p> <p>The board sends our best wishes to Jasna Nicola who couldn't be present this weekend due to illness.</p> <p>Nicola presented the arrangements and organisation of the congress. Sometime was spent on agreeing on a date and suitable title - 13th – 16th May 2015 was suggested - to be confirmed following discussion with Jasna and the organising body in Serbia.</p> <p>A website is under development specific to the congress – need links from the EANN website as well as advertising on 'Facebook' and 'Twitter'.</p> <p>Themes were requested to guide request for abstracts, inclusive of all aspects of evidence informed nursing practice. Themes are already identified in the conference organisation booklet and a call for abstracts will be circulated shortly.</p> <p>Promotion Material - ? 3 formats including A3/4 &amp; 5. Ideally poster/postcards should be available for inclusion in the packs in Japan this September.</p> <p>Ingrid asked for volunteers for the scientific committee – Zeliha, Neal and Johanna volunteered their assistance.</p> <p>Funding arrangements with the organising team – draft budget to be presented at next year's meeting.</p>	
10.	<p><b>Robert Slusarz</b></p> <p>Presented the 'Journal of Neurological and Neurosurgical Nursing' Journal. A quarterly publication covering all aspects of neuroscience nursing practice. The editorial and Scientific board has International representation. Robert invited members of the board to submit articles or abstracts for publication.</p> <p>Robert also gave complimentary copies of his journal along with a copy of the Polish scale for neurological assessment – CW to circulate PDF copy.</p>	

11.	<p><b>Website</b>  The website is now 12months old – www.eann.info\ . we have only 18 members listed on the site and we need to advertise it to our members.  Individuals who have looked at the site offered areas for improvement including changing the message to acknowledge receipt of the message and photographs of each board member (these will be included shortly).</p>	CW
16.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Elections – CW circulated the application forms for the role of secretary and vice-president one month prior to the meeting - no applications were recieved.</li> </ul> <p>Unfortunately 'Elections' had missed as an agenda item, but the board had an opportunity to consider the roles and didn't wish to contest the positions.  Cath Waterhouse and Ingrid Poulson are happy to continue in their roles and Paul suggested that it should go on to next years agenda. Paul is stepping down as president in two years. Board members are to consider the next candidate as president</p> <ul style="list-style-type: none"> <li>• Nilsa is going to submit a proposal to host the next WFNN congress in Vienna in 2017. The board agreed unanimously to support her endeavours.</li> <li>• The EANN board need to consider how we should meet the cost of further new proposals in the future. This includes:- <ul style="list-style-type: none"> <li>- a 'travel grant' for board members experiencing financial difficulty travelling to meetings – especially single members who haven't the support from a national association.</li> <li>- Funding for a prize for the best presentation at congress.</li> <li>- Other project activities as mention previuosly.</li> <li>- Ilse and Joanna were stepping down as board members, thus they participated as this for the last time. Paul thanked for their great work.</li> </ul> </li> </ul>	
	<p>Many thanks to Nilsa for being such a supreme host and welcoming us all to such a beautiful city. The welcome meal and the Saturday evening dinner were beautiful and we all appreciate your efforts on our behalf.</p> <p><b>Date of next meeting</b>  Serbia, Iceland and Belfast offered to host the next meeting. The board voted to take up the kind offer from Johanna and meet in Helsinki 9-11th May 2014.</p>	