**Notes of AFINet Trustees Meeting: 13 September 2024**

**Present**: Gallus Bischof (chair), Emmi Kauppila (notes), Cassandra Borges Bortolon, Robert Campbell, Eileen Farrar, Ruth McGovern, Tuuli Pitkänen, Ed Sipler, Joël Tremblay, Anne Whittaker

**Apologies**: Candice Groenewald, Alicia Ventura, Richard Velleman, Zeliha Yaman,

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| No | Item | Actions |
| 1 | Minutes of last meeting– agreed |  |
| 2 | **Conferences**   1. **Online Conference 19.-20 September, 2024** A total of 92 people have registered, which is a higher number than we had in the previous online conference. Although registration numbers appeared low earlier on, the majority of participants registered closer to the conference date. We have received £1,200 in conference fees, though not all participants have paid yet. ACTION POINT: Gill to follow up on payments.   Program update: Skye Stewart, representing Aboriginal and Torres-Strait Islanders, will join keynote speakers Jacqui Sundbery and Manal Shebab.  AGM preparations are underway: Richard has completed the Treasurer’s Report, Gallus is working on the Chair of Trustees’ Report, and the invitation has been sent out. There will be no Trustee election this year.  Concerns were raised about the requirement for attendees to register for the entire online conference, as some participants may only be able to attend on certain days. This could be a barrier, particularly for those seeking funding from their institutions. It was suggested that future events offer one-day or two-day passes. It was clarified that participants without funding can register without paying, but clearer communication on this point is needed. The importance of covering conference costs through fees and donations was emphasized, given our limited financial resources.   1. **Quebec Conference** **21.-23 May, 2025.** The dates were changed by the decision of the Dean of the University of Laval due to a major sporting event. We apologize for the change, but the organizing team had no control over the situation. The pre-conference workshop will be held on Wednesday, May 21, and the main conference will take place on May 22 and 23. We anticipate higher attendance from clinicians at the Wednesday workshops compared to a Saturday. We expect around 100 registrations from within the province and slightly more than 100 international registrations.   Keynote Speakers: Sharon Dawne from Australia will present on the *Parents Under Pressure* program and will lead a half-day workshop on May 21; Myriam Laventure will present a program for families where parents are substance users; there will be a joint presentation from speakers from Quebec and Pauline Stewart from New Zealand, focusing on families of First Nation people struggling with drug problems; Jim Orford will be the opening speaker, providing an overview of research on addiction and family interventions – past, present, and future.  In terms of funding, we are waiting on the outcome of a $50,000 grant application. The odds of receiving the grant seem favorable, but if we don’t obtain it, we can reapply in the next grant round in November. So far, we have secured $10,000 from Joël’s various grants, $10,000 from the Rotterdam Conference, and there's another $5,000 we can likely obtain from a provincial source.  The call for papers will be launched in the coming weeks. It was noted that clear communication of the abstract acceptance notification date is important for those applying for travel grants. Notifications will be sent by mid-December. It was suggested to close the call for abstracts by mid-November, allowing four weeks for selection.  Jöel is currently going through a difficult time with family, but the conference organizing team will manage things in his absence if needed. If you are communicating with Jöel regarding the conference, please CC Mélissa Côté and Audrey Bourassa, as they are part of the executive team.  ACTION POINTS: Jöel to email Trustees when the grant decision comes; let Jöel know if you want to participate in abstract review team, | Gill  Jöel  All Trustees |
| 3 | **Status of Book Projects**   1. **Springer Book:** The contract for Open Access publication has been secured. The book will be published in online format, print paper copies will be available on demand. Suggestions to announce the book in Quebec Conference. 2. **Rotterdam Book:** Candice is on a maternity leave, she is handling the editing. Most authors have now shared the first versions of the manuscripts and the peer reviewing process is about to start, with external reviewers. 3. **September Book:** We have been approached by Cambridge Scholars Publishing about producing a book about the upcoming online conference. So far, 12 conference speakers have agreed to produce a chapter and six joined the editorial team, with Emmi being the Head Editor. ACTION POINT The editorial team is seeking additional authors and will soon begin working on the book proposal, aiming for an Open Access contract. | Emmi |
| 4 | **Webinars**   1. The webinar program is progressing successfully. The webinars continue to generate consistent interest, with steady registration numbers and increasing views on YouTube. Speakers for the next three webinars have been confirmed. Special recognition was given to Richard, who has already successfully organized 30 webinars and continues to do so, and to Eileen for managing all logistical and practical arrangements. Thanks were also extended to the colleagues at the A-Clinic Foundation, whose technical support makes these webinars possible. ACTION POINT: Next webinar coming up in November, Trustees encouraged to participate. | All Trustees |
| 5 | **Communicatinos**   1. **Mailings:** Since January, we have sent out 24 MailChimp communications to members, with 13 of them referencing the conference. The posters created by Emmi have been helpful. Special thanks were given to Cassandra for translating the conference advertisements into Portuguese. ACTION POINT: Eileen will liaise with the Quebec team regarding conference advertising. 2. **Newsletters:** We will continue focusing on producing two newsletters per year. The next issue is scheduled for mid-December. Special recognition was given to Eileen for her excellent work on the newsletters. ACTION POINTS: Trustees encouraged to suggest members who might be willing to contribute; Trustees are always welcome to submit short pieces about their work or observations from their country; Ed to conduct a short survey at a workshop on self-compassion for family members at the Northern Ireland conference, and this contribution will be included in the newsletter; Eileen to follow up on this. 3. **Suggestion for post-conference engagement:** It was proposed to include a post-conference section in the newsletter with short opinion pieces from participants about how they applied what they learned from the conference. | Eileen  All Trustees  Ed  Eileen |
| 7 | **Dates for next meetings**   1. 12 December 2024 2. 13 March 2025 3. 12 June 2025 4. 11 September 2025 |  |

Emmi Kauppila

2024