

Network Directors Time Commitment for Meetings

CNA Board

Activity	Meeting/Preparation Time	Total Time Commitment (including travel)
Orientation to the CNA board	2 days	4 days
Preparation for board meetings (3 per year)	0.25 days per meeting	1 day
CNA board meeting (3 per year)	2 days per meeting	6 days
Preparation of network board reports with CNA staff (3 per year)	0.5 days	1.5 days
Board teleconferences (5 per year)	1.5 hrs	1 day
Preparation for committee meetings (6 per year)	0.25 days per meeting	1.5 days
Board teleconferences (5 per year)	0.25 days per meeting	1.25 days
Governance & leadership meetings (6 per year)	0.25 days per meeting	1.5 day
Finance & audit meetings (6 per year)	0.25 days per meeting	3 days
Award meetings (3 per year)	0.25 days per meeting	1 day
CNA annual meeting (in June after June board meeting)	1 day	1 day
Total time commitment to CNA board		22.75 days

Canadian Network of Nursing Specialties

Activity	Meeting/Preparation Time	Total Time Commitment
Regular network meetings (5 per year)	0.25 days per meeting	1.25 days
Preparation for regular network meetings	1 day	5 days
Monthly call to discuss agenda for NAC monthly meetings (10 per year)	0.25 days per meeting	2.5 days
Preparation for NAC monthly meetings (10 per year)	0.25 days per meeting	2.5 days
NAC monthly meetings (10 per year)	0.25 days per meeting	2.5 days
Preparation for NAC in-person meetings	0.25 days per meeting	2.5 days
NAC in-person meetings after CNA board meeting (2 per year)	0.5 days	1 day
Network breakfast (every 2 years before CNA biennial convention)	0.5 days	0.5 days
Preparation for network breakfast (every 2 years)	0.25 days	0.25 days
Ad hoc teleconferences as needed (cumulative over the year)	1 day	1 day
Total time commitment to network		19 days

Network directors will be required to review and revise network documents, such as the *Year in Review* report, election documents and voting delegate documents. Each document could take up to one-half day to review.