

***ELPNA Meeting January 18, 2017
3:30 PM CST via Conference Call***

***Attendees: Carol DeSchepper, Chair
Andy West, Secretary
June Sand, Treasurer
Marilyn Johnson, Region 1
Cindy Harris, Region 2
Phyllis Bruce, Region 3 and Membership
Carolyn Crowe, Region 4
Deloris Bills, Region 6
Marilee Tollefson, Ruth Manchester, Region 8
Nancy Roberts, Region 9
Marilyn Kranich, Region 9 Visitor***

<i>Topic/Agenda Item</i>	<i>Discussion</i>	<i>Action</i>	<i>Responsible Person/Timeline</i>
1)Welcome and Introductions	The group was welcomed and introductions made as individuals joined the call.	None	
2) Opening Prayer	Marilee Tollefson offered opening devotions.	None	
3)Approval/Addition to Agenda	Carol asked for additions to the Agenda.	None – Approved by consent.	
4)Approval of Minutes	Carol presented the November, 2016 Minutes for approval. Moved, seconded and approved.	None - Approved	
5)Treasurer’s Report	Nancy Deetz/June Sand presented the Treasurer’s Report. National Funds at the end of November were \$3,965.95, at the end of December, \$3,963.19. Regional Funds at the end of November and December were \$7,080.00. June reported that she has an auditor to review the Treasurer’s books for 2015 and 2016 books. This will be done when Nancy returns. June suggested that several regions have money available for the region and this money should be used for the benefit for the region. Carolyn asked about the use of	Accepted as presented.	

	<p>the money for registration fee for “Westberg on the Road”. Each region should decide how to use the money with the understanding that the person using the money to attend a meeting will provide a report/presentation about the meeting to members of the region. Several ideas were discussed for use of the money, with the decision about the money made by those in the region. Carol reminded that use of the form (available on the ELPNA web site) may need to be modified to meet a particular need. Phyllis reminded us to put this information on the Region’s site on the web page.</p> <p>Tee-shirts – we still have over 60+ left. Marilee and Ruth have an event where they can be sold. June will send them to Marilee/Ruth. Carolyn will present some to officers of any organization in the St. Louis area and she will promote the tee shirts in that organization. June outlined the sizes that are available. Carolyn will notify June which sizes she will need.</p>		<p>June will send out the tee shirts.</p>
6)Membership Report	<p>Phyllis reported that the current membership is: Region 3:55 members, other regions: 31. This is more than the 55 members we had at the beginning of 2016. Marilee asked that a new spread sheet be sent to the board. Carol complimented the group on the membership status. Marilee suggested that the article in <i>Living Lutheran</i> may help our membership.</p>	<p>The current national membership spreadsheet will be sent out to the board. Region 3 will be sent out when it is complete.</p>	<p>Phyllis</p>
7) Communication Committee Report	<p>The minutes of the Communication Committee were previously sent to the board. Phyllis reviewed those minutes. Yvette is a new member and has made some excellent suggestions for the web site. Phyllis stated that the committee will send out a worksheet to the board on content for each region site. If the board members do not feel comfortable, the committee will be happy to assist placing the information on the site. Carol reported that 3 regions have some updated information that is current. Phyllis thanked Region 8 for the commendable job they have done and suggested that we review that site for ideas. Carol posted information to the board about the new Blog ; information is posted at the bottom of the lead page (a link). Phyllis suggested we post content and let’s see how it goes.</p> <p>Phyllis discussed the criteria for web site inclusion. In regard to not posting “for-profit” information, it was suggested that perhaps we should consider allowing “for-profit” but charge for the posting. Phyllis stated that she wanted to post our pictures</p>	<p>A worksheet will be sent out for the Region pages.</p>	<p>Phyllis</p>

	and requested that we send her a picture if we had not done so.		
8) WELCA Triennial Gathering, July 13-16, 2017, Minneapolis, MN	Carol stated that Nancy Deetz has been our communicator with WELCA. The discussion was tabled until February due to her absence.	Tabled	
9) Goal Setting for 2017	<p>(See attached copy) Carol sent out a suggested list of goals. She outlined each goal and asked if these were the right goals, should additional goals be added, or should any be modified or deleted. It was felt that all the goals are doable. June moved that we accept the goals, Marilee seconded, motion passed. Marilyn K. will contact groups in the New Jersey area to see about representatives in Region 7.</p> <p>Marilyn K. stated that <i>Nursing 2016</i> has an article about what one can do when one retires but parish nursing was not included as a suggestion. Perhaps a response through “Letter to the Editor” be sent about this omission – then all readers will gain this information. Nancy asked that the article in <i>Living Lutheran</i> be placed on the Westberg Institute (WI) web site.</p>	Motion passed on the goals.	<p>Marilyn K. will investigate possible members for Region 7.</p> <p>Marilyn K. will write a “Letter to the Editor” for <i>Nursing 2016</i> article .</p> <p>Carol will contact <i>Living Lutheran</i> to see how we can use the article on our website.</p>
10) Westberg on the Road	Cindy asked about the content at each site. Carolyn said that there have been several comments on WI Yammer about the lack of content and that Maureen Daniels, who has since retired from CHC, said that WI is only having part of the program. Each site is responsible for the content. There is concern about the loose structure of these meetings, possibly encouraged by the CHC. Various sites have different lengths – some are 1 day while others are 2. Information has been limited so there is concern that parish nurses may not be willing to spend the money to attend. Carol stated that as president, she will contact Sharon Hinton about our concerns regarding the lack of information on content and length of the meeting. Nancy asked the coordinator for the Atlanta Meeting about having a resource table for ELPNA at that meeting, she has not received a reply. Carol suggested that at least a flyer about the organization be placed in the registration booklet at each site.	Contact Sharon Hinton about concerns	Carol
11) ELCA Youth Gathering, June 27- July1, 2018 Houston	Carol asked about our presence at this meeting. It was suggested that we contact Rita Carlson and Dorothy Chesley who are both Lutheran parish nurses in Texas; they are in charge of communication for the Texas Health Ministries Network. They might have suggestions for Lutheran parish nurses in the Houston area.		
12) Regional Reports	Phyllis (Region 3) reported that they have given grants of \$500 to two churches for their parish nurse start-up program. The board of that region had an excellent discussion about benefits of ELPNA membership and how to promote the benefits of		

	<p>membership. These will be written up and discussed at their next meeting. They will be willing to share with other regions.</p> <p>Marilee (Region 8) reported about a Foundation course is going to be presented in their region. Phyllis will put the information from Region 8 on their web site.</p> <p>Nancy (Region 9) asked about placing the Foundation flyer about her course on the Region 9 site. Phyllis stated that there is no problem if it is a pdf file. Nancy also reported about health fairs that the parish nurses are participating in for Region 9.</p> <p>Ruth (Region 8) has developed a letter to the synod bishops of each synod in their region about identifying Lutheran parish nurses. She was asked to share the letter with the other regions so this can be replicated across the country. She will send it to the board. Carol suggested that information about possible scholarships could be added to the letter.</p>	Letter will be sent to the board.	Ruth
13) Prayer and other concerns	Karen Setzer for healing, wisdom for elected officials		
14) Volunteer for devotion/prayer for Feb. Meeting	Ruth volunteered.		
15) Closing prayer	Marilee closed with prayer.		

Respectfully,
 Andrea West, Secretary

Meeting Dates for 2017: March 15, April 19, May 12, June 21, July 19, August 16, September 20, October 18, November 15.

ELPNA Goals 2017

Goal	Responsible Person/committee	Status
1. Seek opportunities to publicize the value and experiences of Faith Community Nurses throughout the ELCA and nursing publications.	Marketing/promotion Committee	
2. Expand the ELPNA.org website to include appropriate resources and links to national websites plus links between various ELCA websites.	Communications Committee	
3. Increase ELPNA Membership by 10% over that of 2016.	Membership Committee	
4. Recruit board members for Region 7 and all regions that currently have only one representative on the board.	Board of Directors	
5. Explore the feasibility of replicating the Region 3 scholarship program in other regions and/or explore positive uses of regional funds in each region.	Board of Directors	
6. Evaluate the format and use of the ELPNA brochure to more effectively use the brochure and allow for adding contact information for regional reps or others.	Board of Directors	