

**ELPNA Region 3 Board Meeting**

**Date: January 28**

**Meeting was conducted via conference call due to weather.**

**Attendees: , Becky Hulden, Chair, Rose Umland, Vice-Chair, Deb Bergstrom, Jean Bokinskie, Rene Compo, Sandy Connell, Ann Dunagan, , Louise Nesdahl,**

**Excused/absent: Marie Wiegert**

<b>Topic/Agenda Item</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible Person/ Timeline</b>
Call to Order	10:03 am by Becky, Chair		
Opening Devotions:	Given by Deb Bergstrom, reading from Henri Nouwen	March 18 devotions	Ann Dunagan
Review and Accept Agenda	Added grant application extension, MSP to accept as amended	Item added	
Approval of Minutes	November 2018 minutes. Several copies were sent in various formats, and more complete information is needed. Becky suggested we table these minutes and requested that board members send in any reports given at the November meeting. Becky will add in the reports and send out revised minutes. Will need to be approved electronically.	Send Becky your reports from November meeting	All – <b>by Feb. 4</b> if possible.
<b>Business</b>			
a. Board Committee Membership and Leadership for 2019	a. Phyllis described what is needed from the Membership and Communication’s Committee Chairs. The following volunteered: Communications Chair, Ann Dunagan; Membership Chair, Rose Umland, with Sandy and Renee volunteering to help with making calls to Synod churches. Deb Bergstrom will be on the Program and education committee. New committee roster will be sent out.	Send out new Committee Roster	Becky
b. Board and Committee goals for 2019	b. Committees are asked to have their goals submitted before the March meeting. Submit by March 4. Send to Becky and she will send them as attachments with the agenda.	Submit goals.	To Becky by March 4.
c. Conflict of Interest forms – signed for 2019	c. Have been e-mailed out. Please sign and e-mail back to Becky or print, sign and mail paper copy to Becky	Sign Conflict of Interest Forms	Send to Becky before March meeting
d. Spring Gathering and Annual Meeting	d. Still need to have an annual meeting. Spring program typically is in late April or early May. Need to coordinate with other Parish/FCN events. Known dates of programs were discussed as follows: Fairview Spring Event is May 8. Topic: Caregiving Nuts and bolts of what we need to do to support caregivers. Rose has a dynamic speaker who will be presenting. Westberg		

<p>e. Extended grant applications</p>	<p>Symposium is April 8-10, preconference 7<sup>th</sup>. Becky, and Jean are going. Jean will be getting updates on the new Foundations curriculum and could share this at the fall gathering. FCNN spring workshop is April 3. Also Good Friday is April 19. Discussion of what dates board members will be busy with traveling and special events. Suggested that The Education Committee will look at May 22 -26 to find a speaker and topic. Topic suggestion was Conflict Resolution Within the Church, specifically as it relates to the Parish Nurse role. Discussion, followed with positive support and need for this topic. Phyllis had one suggestion for a speaker who has helped her church. His name is Bishop Bruce Caldwell from the Episcopal Church of Minnesota. She will send his contact information to Louise. Another suggestion was to check with Luther Seminary and the ELCA for individuals who help churches with Conflict Management.</p> <p>It was suggested that the grant application need to be extended and more effort made to communicate about the grants. Phyllis will update the form and send them to Becky. Phyllis suggested that grants could also be broadened to other activities and events. This would require clear parameters. For example a Parish Nurse within first 3 years of practice, who has never been to Westberg. Questions asked if we have the money and if it is something we can sustain. Becky stated our budget has been stable over the years and we can give two \$500 grants/year. If other options were available, the Foundations course would take precedence. Discussion, some brainstorming followed. Sandy stated that in contacting churches she would be able to promote the grants. It was decided to extend the application time to the end of May.</p>	<p>Send B. Caldwell contact information to Louise</p> <p>Education Committee will continue to work on this.</p> <p>Update the Grant Application forms and send to Becky.</p> <p>Send forms and information out to Synods, send out a special e-blast and put on web site.</p>	<p>Phyllis</p> <p>Phyllis</p> <p>Phyllis</p>
<p><b>Executive Committee Reports</b></p>	<p><b>Chair: Becky Hulden</b> – Ann and Becky are still working to get Treasurer position officially switched. Still needs to work with the Executive board to discuss roles, and expectations.</p> <p><b>Vice-Chairman: Rose Umland</b> – is a new grandma, and will be helping her daughter with child care, so her schedule is changing. Will be calling in for March and May meetings.</p> <p><b>Treasurer: Ann Dunagan</b> - No report</p> <p><b>Secretary:</b> No report</p>		
<p><b>Standing Committee Reports</b></p> <p>a. Executive</p> <p>b. Membership: Phyllis</p> <p>c. Communications:</p>	<p>a. See above</p> <p>b. Total membership to date: 55, Region 3 = 27, Other 8 Regions = 28. Reminder letters have been sent. Reminder in last e-blast. Discussion regarding sending out a second paper mailing. Will discuss at Membership meeting. Need to look at cost and labor time of mailing vs. benefits.</p>	<p>Send in membership forms and dues</p>	<p>All</p>

<p>d. Marketing/ Promotion: Renee Compo</p> <p>e. Outreach/Mission:</p> <p>f. Programs /Education: Louise Nesdahl</p> <p>g. Bylaws: Jean Bokinskie</p>	<p>c. Phyllis reported that the web site is being updated regularly. The Resources page, under the For Parish Nurses topic now has a Parish Nurse topic on top with 2 excellent Parish Nurse video links, funding available, and other topics specifically helpful to parish nurses, with other topics arranged alphabetically. New Mental Health resources are also being added by the National Mental Health Task Force group. E-blasts are sent out every two months.</p> <p>d. No report</p> <p>e. See above related to Grant Applications</p> <p>f. See above related to Spring and Fall Gatherings</p> <p>g. Phyllis asked if the Region 3 By-laws will need to be updated after the changes voted on for the National By-laws. Jean will be looking at these and making recommendations for the annual meeting at the Fall Gathering. Discussion about when the next Annual Meeting should be since the Fall 2018 Gathering had to be cancelled. Jean stated the Bylaws gives 15 months for a Membership meeting to occur. We should be able to delay the meeting until the Fall of 2019, unless someone requests a meeting sooner.</p>		
<p>National ELPNA News: Marie Wiegert</p>	<p>Marie sent the following via e-mail:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The website has been accessed by people from around the world, including China. The site has been opened at least 52%. Hopefully, it can be increased to 60%.</li> <li><input type="checkbox"/> The blog is not well utilized but Communications Committee will be working this year to get more activity on the Blog.</li> <li><input type="checkbox"/> There are some nurses from the board attending the Westberg Symposium and ELPNA will have a display. We need the display board, please make contact with June Sand</li> <li><input type="checkbox"/> There are monies from William's wishes in the National account to be used for education---like a \$1000.00. It seems that nurses are not applying for the monies.</li> <li><input type="checkbox"/> They are continuing to work on the Goals of 2018, some are ongoing, and will probably be developing some new ones.</li> <li><input type="checkbox"/> If you need brochures, contact Carol DeSchepper, chair. These are newly revised brochures.</li> <li><input type="checkbox"/> The ELCA churchwide has asked ELPNA to partner with them on a HIV/AIDS project. We are not sure what all that entails at this time. More about that later. It could be a great way to get the "foot" in the door.</li> </ul>		
<p>Future Agenda Items</p>	<p><b>Next meeting:</b> Monday, March 18, 2019 at 1:00 p.m., Luther Seminary Olson Dining Room 213, 2481 Como Avenue St. Paul, Ann devotions</p>		

Closing Prayer	Becky closed with prayer.		
Adjournment	10: 32 am		

Respectfully Submitted,  
Phyllis Brcue, Acting Secretary