

**ELPNA Region 3 Board Meeting**

**Date: September 18, 2017**

**Attendees:; Rose Umland,, Chair, Sondra Weinzierl, Vice-Chair, Brenda Bauer, Jean Bokinskie, Phyllis Bruce, Rene Compo, Sandy Connell, Carol DeSchepper, Beth Hanson, Becky Hulden, Jeanne Mugge, , Mary Nordtvedt, Louise Nesdahl, , Marie Wiegert**

**Excused/absent: Pat Seavert**

<b>Topic/Agenda Item</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible Person/ Timeline</b>
Call to Order	Rose called the meeting to order at 1:00 pm		
Opening Devotions:	Louise Nesdahl shared in devotions.		
Review and Accept Agenda	Added report on update from Synod Relations Task Force	MSP to accept as amended	
Approval of Minutes	Minutes of May 15, 2017 reviewed.	MSP to accept as written	
<b>Business</b>			
a. Update on October Parish Nurse Renewal- Jeanne Mugge	Jeanne reported that Invitations have been sent out. We had to hire out for the live streaming. Cost is \$425 for streaming, \$25/hr. It will be held in Olsen Center. It would be good to find other churches that have the ability to do live streaming for future conferences. Sondra said St. Phillips in Plymouth has streaming ability. Catering at Luther has become more difficult. We are in need of a place to host as of next Spring. 9 streamers will cover the cost this year. Sondra has researched CEU's for North Dakota. We have to go through the ND Board of Nursing. It takes time, but cost would be \$150 for up to 13 CEU's.		
b. Slate of candidates for election at Annual Meeting- Becky Hulden	Names on Ballot are Chair, Rose Umland, Secretary, Marie Wiegert. At large - Renee Compo, Ann Dunagan, Louise Nesdahl. Will receive nomination from floor.	MSP to accept ballot.	
c. Spring Gathering speaker/topic possibility update- Rose Umland	Rose reported that Nan Vest, Marketing Director at Retreat in Wayzata, suggested a speaker who does an excellent presentation on working with those who have chemical addictions. Rose attended this presentation and said the speakers suggested were wonderful. Nan even offered to sponsor the presentation. We would open it up to Fairview Nurses. Date of Nov. 30, 2018 was suggested. Will start working on this and explore. The speakers are from Traverse Counselling.	Explore this possibility	Rose
d. Board Member Job Description Draft- Sondra W.	Passed out a draft of job description. Some suggestions made. Will send out copies via e-mail. Carol will send out the job descriptions from National Board to compare and be sure they are coordinated. Also check the committee responsibilities.	Examine descriptions and discuss at next meeting	All
e. Update from Synod Relations Task Force – Beth Hansen	This Task Force is working to improve relations with the staff of the nine ELCA Synods and to discover which congregations do or do not have PN. Their focus now is finding a contact parish nurse from each of the Synod and be willing to make phone calls to each of the churches. Sandy and Renee will do this for Mpls. Synod, Beth and Mary for St. Paul. It was suggested that these four have		

<p>Announcement</p>	<p>a separate meeting to discuss how to proceed. Sandy spoke with Lois Fett, from Bottineau, North Dakota about involvement with our ELPNA. Lois took her foundations training at Minot, ND. 20 years ago. Renee stated that at the Synod conventions are limited in contact with those attending. Not sure how much value there is given the cost. Brenda stated that she is available as emergency person Synod Convention. Helping with this makes an impact and provides a visible resource. Louise suggested we try to have a breakout session. This has been done but has not been well attended. Carol told about our booth at WELCA that offered hand massages and attracted many people. Probably did over 150 hand massages. Most difficult is a staffing issue. Had two people giving 5-10 minute massages. There is a lot of competition with many other booths.</p> <p>Mary Nordtvedt announced she is leaving the board. She is grateful for the opportunity to serve, but needs to cut back on some responsibilities at this time. Many thanks for all her contributions. She will continue help Beth with Synod contacts.</p>	<p>Further discuss ELPNA presence at Synod conventions</p> <p>Thanks Mary!!</p>	<p>Rose - put on November agenda</p>
<p><b>Executive Committee Reports</b></p>	<p><b>Chair: Rose Umland</b> – will not be at the renewal due to a very special family birthday for an aunt in very fragile health. Sondra will lead the Annual Meeting.</p> <p><b>Vice-Chairman: : Sondra Weinzierl - no report</b></p> <p><b>Treasurer: Becky Huldén</b> Checking = \$2,529.80, Savings = 2,270.37. Carol asked about the Valborg Scholarship – Becky put this in the savings acct. There is separate account in Quicken. Should have discussion about how to use this for Scholarships. Do we need a finance committee? Becky would appreciate having more help in decision making related to how we spend our money. We don't clear \$1500 each year to make scholarships available in the future.</p> <p><b>Secretary: Phyllis Bruce - no report</b></p>	<p>Discussion of a finance committee and scholarship options in November</p>	<p>Rose will add no agenda</p>
<p><b>Standing Committee Reports</b></p> <p>a. Communications: Phyllis Bruce</p> <p>b. Membership: Phyllis Bruce</p>	<p>Committee met last week via conference call. Yvette from Rochester has done some updating on the blog and it is now located on one of the top tabs, so easier to find. All are encouraged to check it out and add a comment, questions. National will be looking more at the google analytics report about web site usage.</p> <p>We are working on doing more updating to the FAQ page and for Congregations. Encourage everyone to look at these pages and send your ideas for updating. E-blast recently sent out. Synods have been more responsive to requests for putting our info in their newsletters. 5 out of 9 synods have responded.</p> <p>2017 Membership total = 133 highest of last 5 years. Region 3 has 74 members and has been steady - lowest in 2015 of 68. 2013 and 14 = 74, and 72 in 2016. 13 did not renew from last year, but we had 7 new members.</p> <p>Other 8 Regions just fyi is 59 in 2017, highest ever. Up 10 from 49 last year. 2013 = 55, 2014 = 50, 2015 = 46, 2016 = 49.</p> <p>Would be great to have someone on the membership</p>	<p>Take a look at FAQ page and other pages as well and send suggestions to Phyllis</p> <p>Suggest a membership</p>	<p>All</p> <p>Rose put on November</p>

	committee who would do more promotional work. Like finding a pn in each synod to call the churches in that synod, and updating the constant contact list of churches in the 9 synods. Even churches without parish nurses could benefit from contact with another PN in that synod.	committee person to work with Synod Task Force on this.	Agenda
c. Bylaws: Jean Bokinski	No report		
d. Outreach & Mission: Marie Wiegert	Asking if we should have a grant for \$1000 this year. One church from last year has an interim and nothing has been done. The former pastor had been working on this and they do have a Health Committee. Becky suggested we stay in contact with them and be sure they send someone to the class in the next two years. If nothing after that, ask for the \$500 back. Need to follow up on this.	Follow up with this church during the next two years	Marie and Committee
e. Programs/ Education: Jeanne Mugge			
National ELPNA News: Carol DeSchepper	Contemplating a national membership meeting on Nov 15. Via conference call. Working on ballot and need a candidate for vice chair. Would welcome someone from Region 3 or other Region. National Board retreat Nov 3-5, 2017. Updating and making some changes to the brochure, updating language etc. We currently have plenty of brochures, so will be a work in progress.		
Future Agenda Items	Next meeting: Monday, November 20, 2017 at 1:00 p.m., Luther Seminary Olson Dining Room, 2481 Como Avenue St. Paul, MN 55108 Devotions for November: Marie Wiegert		
Prayer Concerns	Jeanne Mugge's last board meeting. Thanks to Jeanne for all her work on the Board and especially the Education Committee		
Closing Prayer			
Adjournment	Meeting adjourned at 2:40 pm. by Rose		

Respectfully Submitted,  
Phyllis Bruce, Secretary