

***ELPNA Meeting
November 19, 2013
3 PM via Conference Call***

***Attendees: Carol DeSchepper, Secretary
Nancy Deetz, Treasurer
Andy West, Region 2
Phyllis Bruce, Region 3
Carolyn Crowe, Norma Anderson, Region 4
Ruth Manchester, Region 8
Nancy Roberts, Mana Master, Region 9
Membership – Phyllis Bruce, Region 3***

<i>Topic/Agenda Item</i>	<i>Discussion</i>	<i>Action</i>	<i>Responsible Person/Timeline</i>
Welcome and Introductions	The group was welcomed and introductions made as individuals joined the call. Carol DeSchepper called the meeting to order.	None	
Opening Prayer	Carolyn Crowe offered opening devotions.	None	
Approval/Addition to Agenda	Carol asked for additions to the Agenda. Carol asked that the WELCA meeting be added to agenda, specifically the email from Emily Zellner from Portico. Phyllis asked that the Website be added. The agenda was approved with these additions.	Add suggested items to the agenda	Chair
Approval of October Minutes	We are unclear about the status of the minutes for the October meeting. Carol will follow-up with June.	Follow-up with June and bring to the December meeting	Carol DeSchepper
Treasurer's Report	Nancy Deetz presented the Treasurer's Report. We are holding national funds totaling \$2650.15 and Regional funds of \$3890.00. There have been no expenditures this month.	None	None
Membership Report	Phyllis shared that there are now a total of 43 members. Forty (40) of these are from Region 3. Three have come in from the remaining regions.	Continue to recruit new members	Board members

<p>Regional Reports</p>	<p>Region 1: We have someone who has agreed to serve on the board from Region 1. Her name is Linda Case. Carol will be contacting her. We have five members in Region 1.</p> <p>Region 2: Andy reported that she has put together a proposal for a synod-based parish nurse that was sent to the Bishop at the Synod level. She sent it to the new Bishop and the person responsible for parish nursing. This is a good effort, given Portico's emphasis in improving the health of rostered staff.</p> <p>Region 3: Phyllis reported that Region 3 had their fall gathering. The speaker was Sara Ciavarrri. About 30 people attended. The annual meeting was also held at that time, with election of new officers and board members. Nancy D. requested a copy of the contact information for the new treasurer.</p> <p>Region 4: Norma and Carolyn are trying to preserve the Lutheran PN Peer Group in the St. Louis metro area. This Region also elected a new Bishop this summer. Norma has talked to him and he is very pro-parish nursing. Norma has one nurse from the SW Texas Synod that sends her newsletter. They call their group the SW Texas Health Ministry Association. They are interdenominational.</p> <p>Region 5: No report</p> <p>Region 6: No report/no representative</p> <p>Region 7: No report/no representative</p> <p>Region 8: Ruth and Marilee are trying to track down a person who expressed unhappiness about her disappointment with ELPNA. They will try to follow-up with her. The network in their area is interdenominational and they recently held a retreat. There are only about 3 Lutherans in the group.</p> <p>Region 9: Mana had the opportunity to speak to the fall meeting of the Ministerium. There were about 100 pastors there. They had individual contacts as well as meetings with small groups of pastors. They will be invited back in the future. Nancy said the Florida synod asked for a list of all the parish nurses. They are hoping to reorganize the Synod Assembly going forward and parish nursing may have a more significant role in the Assembly gathering.</p> <p>Nancy Roberts also reported that they are offering their Foundations of FCN course on May 2, 3, and 4 and May 8, 9, and 10</p> <p>Nancy also asked if we have heard back after sending the letter to Bishop Eaton. Carol will check with Lori.</p>	<p>Continue the excellent work you are doing to engage in ministry across the Regions and creating dialogue with Bishops.</p> <p>Send Treasurer contact information to Nancy Deetz</p> <p>Check with Lori about a response from Bishop Eaton and report to the board.</p>	<p>Board members</p> <p>Phyllis Bruce</p> <p>Carol DeSchepper</p>
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Board Elections	Phyllis indicated that as of this morning 49 people had voted. All have been in favor of the slate of candidates and the bylaws changes. We need 17 more votes to complete the election. Nancy Roberts indicated she did not get a ballot. Phyllis will send it to her. Neither did Norma. The ballot was emailed out by Phyllis on November 6 and again on November 13. Carol suggested that if you have colleagues who are ELPNA members, for whom you have email addresses, please email them and encourage them to vote.	Check email distribution list for completeness Check email for ballots Encourage voting by friends and colleagues who are ELPNA members	Phyllis Bruce Nancy Roberts Board members
Treasurer's Audit	Nancy has someone in mind to conduct an audit but she has not talked to them. Keep this item on the agenda for December.	Add Treasurer's audit to the December agenda	Carol DeSchepper
WELCA	Carol had received an email from Emily Zellner with Portico, asking someone from ELPNA to be in touch with Eva James Yeo, Director for Membership for WELCA. This will move forward the planning for the joint efforts between ELPNA and Portico for the WELCA Triennial meeting.	Nancy D. will follow-up with Eva James Yeo. Provide Nancy D. with the contact information	Nancy Deetz Carol DeSchepper
Website	Would someone volunteer to do the devotion for December on the website?? Carol volunteered to do December. Mana will do January, Andy will do February, and Carolyn will do March. Changes to the website are not difficult. Please try to remember to update your regional information regularly. Phyllis reminded us that we need to find ways to communicate with people in our regions. One person wrote that she was not going to renew because she paid dues last year and that was the last she heard from ELPNA. Phyllis is still looking for pictures – pictures of board members, pictures from our practice, etc. Perhaps that could be a goal for next year. Nancy suggested we use the website to share things that we do in our practice. This could be a forum to share ideas with others (Ideas from the Field).	Update the website for your region, as you are able. Send pictures to Phyllis. Give consideration to ways that we can stay connected to members. This will be part of our discussion next meeting.	Board members
Orientation of new members	Perhaps we should put together a packet a materials – bylaws, job responsibilities for a regional directors, minutes, membership list, how to edit the website, CHC Info, orientation to the meeting process, etc. etc. Andy West is sending us notes from the board retreat in Mpls/St. Paul in 2011 so we can evaluate the need for follow-up on ideas from the retreat.	Give thought to orientation materials and process for new board members.	Board members

Next meeting	<p>The next meeting is scheduled for Wednesday, December 18. Devotions will be offered by Andy West. Carol asked that board members begin to think about goals for the next year as she would like that to be an agenda items for the December meeting.</p> <p>Agenda items: Goal setting for 2014 Treasurer's Audit WELCA contact Board elections The Westberg Symposium Orientation of new board members</p>	Give thought to possible goals for 2014. Follow-up on other items.	Board members
Prayer Concerns	<p>Several prayer requests were offered:</p> <ul style="list-style-type: none"> √¹ Senior pastor at Norma's church whose mother had a stroke √¹ Associate pastor at Norma's church whose mother is having surgery for lung cancer √¹ People affected by the typhoon in the Philippines √¹ People affected by tornadoes in the Midwest <p>Victims of domestic violence</p>	Hold these intentions in prayer in the days ahead	Board members
Closing Prayer	Carolyn Crowe offered closing prayer.		

Respectfully,
Carol DeSchepper, Secretary