

**ELPNA Meeting Wednesday, April 17, 2019
3:30 PM CST via Conference Call**

Attendees: *Carol DeSchepper, Chair*
Marie Wiegert, Region 3, Vice Chair
Andy West, Secretary
June Sand, Treasurer
Karen Setzer, Region 2
Phyllis Bruce (Membership), Region 3
Carolyn Crowe, Region 4
Michelle Knap, Susan Richards, Region 5
Deloris Bills, Region 6
Marilee Tollefson, Ruth Manchester, Region 8

Topic/Agenda Item	Discussion	Action	Responsible Person/Timeline
1)Welcome and Introductions	The group was welcomed and introductions made as individuals joined the call.	None	
2) Opening Prayer	Andy West offered opening devotions.	None	
3)Approval/Addition to Agenda	Carol asked for additions to the Agenda. Motion made and seconded to approve the agenda.	Motion passed.	
4)Approval of Minutes	Carol presented the March Minutes for approval. Motion made and seconded to approve as sent out.	Motion passed.	
5)Treasurer's Report	June Sand presented the Treasurer's Report. Total National Funds: \$17,068.98 which includes \$7,530.05 in savings and \$9,538.93 in checking; Regional Funds: \$7,530.05 (note that these funds are in the savings account). Motion made and seconded to approve the Treasurer's Report. There is \$3,202.00 in the Educational Fund. Carol reviewed the proposed 2019 Budget. Motion was made and seconded to approve the proposed Budget.	Motion passed. Motion passed.	

<p>6)Membership Report</p>	<p>Phyllis reported that currently there are 87 members plus 3 more from Westberg and one additional that has been sent to June. Last year we had 111 members. There are 7 new this year from regions other than Region 3. Phyllis suggested personal calls were the best to way encourage past members to renew their membership.</p> <p>Carol discussed the problems Norma Anderson had concerning her computer which resulted in her lack of participation on the board. Carolyn reported that she had called her several months ago and Norma indicated that her e-mail has been hacked and she is hesitant to reconnect via her computer. Carolyn will call again.</p> <p>Phyllis will send out the membership list with the new information. Marilee asked about reduced membership cost for retirees and how can we encourage retirees to continue their membership. Carol indicated that retirees who continue their membership could provide information to congregations about this ministry; support other parish nurses in their region; and continue to support the ministry of parish nursing across the country. Discussion was held on having a reduced level of dues for retired members. Carol will place on May Agenda and ask Region 3 for input.</p>		<p>Board members are encouraged to personally call those parish nurses who were members in the past but have not renewed this year and to be sure their own membership is current.</p> <p>Phyllis will send out new membership list.</p> <p>Carol will contact Region 3 about reduced membership fee for retirees and place item on May Agenda.</p>
<p>7) Communication Committee Report</p>	<p>Phyllis no report. The committee is still working on using zoom and monitoring the blog. Notifying people when there are new additions to the blog has not been working but Yvette is focusing on this issue. Phyllis said that she is now gathering information for the May/June newsletter and asked board members to submit information about their region and maybe stories about a parish nurse. A report on the Westberg Symposium will be submitted by Andy West.</p>		<p>Board members asked to send in information from region. A. West will submit article on Westberg.</p>
<p>8) Westberg Symposium</p>	<p>Carolyn reported on the display. While there wasn't a sign-up sheet at the display, a list of those attending denominational meeting was made and will be sent to Carol. A discussion on Westberg was held. Next year the conference will be held in Santé Fe in conjunction with the Health Chaplaincy Network, April 20-22, 2020. The following concerns were expressed: (1) hospital chaplains practice in the hospital while parish nurses are in the congregations; (2) were other organizations investigated; (3) why was this organization chosen; and (4) will our specialty be swallow up by some other specialties. It was noted that Granger was a hospital chaplain and last year at Westberg a program was introduced with a new initiative of a chaplain-parish nursing program. Phyllis noted that we have a link on our website to chaplaincy certification through Westberg. She asked if we were still comfortable</p>		

	to have on website? There was no discussion on that issue. Phyllis also stated that photos from Westberg have been put on web site.		
9) 2019 Goals	<p>Carol asked about updates on the goals that were sent out.</p> <p>Ongoing Strategies 1: Carol has sent e-mails to <i>Living Lutheran</i> and <i>Gather</i> asking if there was an interest in having a regular column in their publication written by parish nurses on health/spirituality topics. There has not been a reply and there are no phone numbers in the publications to call.</p> <p>GOAL 2: June stated that letters went out to seminaries; Ruth has contacted those in her area; and Deloris willing to contact Trinity.</p> <p>GOAL 3: Carol has contacted Megan Neubauer. They discussed her work and how ELPNA can work with her on domestic issues. In regard to the Churchwide, she offered to find out information about a contact person for our organization and also who to talk with about the Churchwide Assembly. Carol indicated that there was no information about the Churchwide Assembly currently available. What we had done in the past was discussed. Carol feels that Megan is a good person to stay in contact with regarding the ELCA's health agenda and Churchwide Assembly. Megan is willing to work with us.</p>		Carol will continue to monitor.
10) Restricted Educational Funds	<p>Carol presented the forms that Region 3 had developed for their grant application process. She revised these forms to be appropriate for the national organization. The following suggestions were made:</p> <p>Form 1: "Grants Available . . ." Change the word "Program" to "Ministry". Realign the first paragraph with the left margin. Change the sentence about "comments" to read: "Comments from pastors of churches with a parish nurse ministry".</p> <p>Form 2: "Grant Application": No suggestions.</p> <p>Form 3: "ELPNA Grant Evaluation Rubric": No suggestions.</p> <p>Form 4: "ELPNA Grant Award Process" : Several suggestions were made. Board members were asked to send their comments to Carol.</p>		<p>Ruth will ask her pastor to write up a few comments.</p> <p>Board members will send suggestions for Form 4 to Carol, who will revise the form.</p>
11) ELPNA Retreat, 2019	<p>Carol asked Megan if someone from ELC A office could participate in our retreat. This may depend on who she gets as a contact person from Churchwide. Additional discussion on the retreat will be discussed at a later board meeting.</p>	None	
12) Churchwide Assembly – August 5-10, Milwaukee,	<p>No action can be taken on our participation in the Churchwide Assembly until we are informed who the contact person is.</p>	None	

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Pay Pal	While not on the agenda, June brought up the problems with adding Pay Pal to our membership application process. There are several issues including needing a home/business address, a business phone number, and a social security or business ID. Members will be able to pay with a credit card and not go through Pay Pal. June is going to discuss the issue with Yvette.		June will continue to investigate using Pay Pal.
13) Volunteer for devotion/prayer for May Meeting	Carolyn Crowe will provide the devotion for the May meeting. Phyllis agreed to serve as recorded in the absence of the Secretary.	None	
14) Prayer and other concerns	Karen asked for prayers for Carolyn, a nurse in her congregation with cancer and Greg, a physician, who also has cancer; continued prayers for Sharon Hinton and June; Notre Dame in Paris	None	
15) Closing prayer	Andy closed the meeting with a prayer.	None	

Respectfully,
Andrea West, Secretary