

**ELPNA Meeting April 19, 2017
3:30 PM CST via Conference Call**

Attendees: Carol DeSchepper, Chair
 Nancy Deetz, Vice Chair
 Andy West, Secretary
 June Sand, Treasurer
 Marilyn Johnson, Anita Huntley, Region 1
 Karen Setzer, Region 2
 Phyllis Bruce, Region 3 and Membership
 Carolyn Crowe, Region 4
 Lucina Kimpel, Region 5
 Deloris Bills, Region 6
 Marilee Tollefson, Ruth Manchester, Region 8
 Nancy Roberts, Region 9
 Tammy Devine - Advisor

Topic/Agenda Item	Discussion	Action	Responsible Person/Timeline
1)Welcome and Introductions	The group was welcomed and introductions made as individuals joined the call. Anita Huntley introduced herself as a new director from Region 1. Lu Kimpel introduced herself as a new director from Region 5.	None	
2) Opening Prayer	Andy West offered opening devotions.	None	
3)Approval/Addition to Agenda	Carol asked for additions to the Agenda – one addition under the Treasurer’s report	Motion made, seconded, and passed.	
4)Approval of Minutes	Carol presented the March Minutes for approval.	Motion made, seconded and passed to accept as published.	
5)Treasurer’s Report	a. June Sand presented the Current Financial Report. National Funds: \$9,403.11; Regional Funds: \$7,751.90. Carolyn asked if the Region Funds can be used for inter-faith activities. The issue was discussed. June said if the money will be used to benefit the Lutheran parish nurses. Carolyn will discuss with Norma, as the other		

	<p>director for Region 4 for the use of Region 4's funds. June will develop a statement as to how regional funds may be used for further action by the board. Information on how Region 3 uses their funds will be shared with the board. In preparing for the audit, June was asked by the auditor why Region 3 funds were not included in the national report. Region 3 may not have a separate report or be audited separately from the national report. As we grow, our responsibilities begin to change – non-profit status requires that our report show where the money comes from and how it is spent for all the membership.</p> <p>June reported a problem with the bank as to the ownership of the account; the original accounts were set up by the bank as personal accounts. This must be changed to reflect that the accounts are owned by ELPNA and, as the owner of the account, two signatures are required for access to the accounts (treasurer and another board member). June moved that ownership of the accounts be assigned to ELPNA and that the Treasures and another board member be allowed to the account. Minutes of the meeting confirming the action must be included with the letter from the board indicating who has the authority for access to the accounts.</p> <p>b. Major Expenditure - none</p> <p>c. Audit of 2015-2016 Financials – materials are being assembled for the auditor in the near future.</p> <p>d. Tee-shirt sales – the shirts will be taken to the WELCA meeting. Nancy suggested that the shirts be saved for the next Westberg.</p>	Motion made, seconded and passed.	Carol will prepare the letter to the bank on letterhead stationary and forward to June.
6) Membership Report	Phyllis reported that the current membership is 119. Nationally we have 6 new members, only 7 from last year have not renewed. The auditor asked why Region 3 membership is reported separately rather than totally for the national organization, i.e. it appears that the organization is operating two separate ways.	Only the national membership numbers will be reported in the minutes.	Andy West
7) Communication Committee Report	Next meeting will be May 9 th . There was not meeting in April. Phyllis reported on the web site encouraging the directors to submit pictures/short bios, and to review the information on their regional pages. The committee has decided on 7 goals for the committee. A “Members Only” page is still being discussed.		
8) WELCA Triennial Gathering, July 13-16, 2017	Nancy Deetz reported that she has been in contact with the organizers of the meeting to outline our needs for the exhibit area; we are planning on providing hand massages. She has not received a reply. Carol, Ruth and Nancy will be attending. It was suggested that we ask at the Region 3 Spring Gathering for volunteers to staff the area.	None	None
9) 2017 Westberg	Tabled		
10) Board Member Recruitment	Carol reported that we are doing well on this goal. Two new directors have joined for this meeting, Lu Kimpel (Region 5) and Anita Huntley (Region 1). Nancy		

	Roberts has asked two members from Region 9, she has not heard from the second. Region 7 does not have a board director.		
11) Update of ELPNA brochure	Carol asked if we need a subcommittee to review the current brochure. June reported that we still have about 100 left and suggested that an insert be placed in the current ones to bring them up to date. The current brochure is on the web site and the board members are asked to review prior to the May meeting.	Brochure will be placed on the May agenda.	Carol and Board members
12) Board Retreat	Carol reported that since the last meeting information has been exchanged on this topic. Possible dates are the 3 rd weekend in October or the first weekend in November. General consensus is the November dates of 3 rd to 5 th . Regional monies could be used to offset the costs. Possible agenda – travel on Friday ending with dinner together and evening prayer, retreat on Saturday with dinner, and worship at Michelle’s church Sunday morning. Tammy Devine has agreed to serve as the retreat leader and she asked about our focus. Spiritual gifts, Values, and spiritual autobiography (4 hrs.) are possible options – looking for themes, Biblical reference, and faith legacy. Business/strategic meeting needs to be included. Suggested that the Executive Committee plan the agenda with Tammy and present at the May meeting.	Agenda will be presented at the May meeting.	Tammy Devine and the Executive Committee
13) Thrivent Choice Dollars Application	Carol discussed Thrivent Choice Dollars application. First step required is that a Thrivent member nominates the organization. If we are accepted we have to agree to the requirements of the program. After reviewing the material, Carol felt that all the requirements are manageable. Nancy R. asked whether the money will go into the national budget or the regional budget. We can designate how the money is used. There are certain limitations. Carol recommended that we develop criteria for use of the money. A motion was made that we proceed with this process.	Motion made, seconded, and passed. Recommendation will be made.	Carol will proceed with the nomination.
14) ELCA Youth Gathering, June 27- July 1, 2018, Houston	Tabled		
15) Regional Reports	Tabled		
16) Prayer/other concerns	Sue’s daughter, Barbara’s husband (two members of Andy’s Bible Study group) and Jeff (a member of Lu’s congregation).		
14) Volunteer for devotion/prayer for May Meeting	Marilee Tollefson		
15) Closing prayer	Andy West		

Respectfully, Andrea West, Secretary