

***ELPNA Meeting February 15, 2017  
3:30 PM CST via Conference Call***

***Attendees: Carol DeSchepper, Chair  
Nancy Deetz, Vice Chair  
Andy West, Secretary  
June Sand, Treasurer  
Marilyn Johnson, Region 1  
Cindy Harris, Karen Setzer, Region 2  
Phyllis Bruce, Region 3 and Membership  
Carolyn Crowe, Norma Anderson, Region 4  
Michelle Knapp, Region 5  
Marilee Tollefson, Ruth Manchester, Region 8***

<b><i>Topic/Agenda Item</i></b>	<b><i>Discussion</i></b>	<b><i>Action</i></b>	<b><i>Responsible Person/Timeline</i></b>
1)Welcome and Introductions	The group was welcomed and introductions made as individuals joined the call.	None	
2) Opening Prayer	Ruth Manchester offered opening devotions.	None	
3)Approval/Addition to Agenda	Carol asked for additions to the Agenda – Web suggestions and Board recruitment were added.	Minutes were accepted with the editorial changes.	
4)Approval of Minutes	Carol presented the January Minutes for approval. The minutes were approved with editorial changes. Motion was made	Motion was seconded and passed.	
5)Treasurer’s Report	a. Nancy Deetz presented the Treasurer’s Report. National Funds: \$4,015.42; Regional Funds: \$7,140.00. June suggested that in lieu of the Westberg-on-the-road, we should consider bringing the board together at Luther Seminary for a retreat. b. Major Expenditure approval - none c. Audit of 2015-2016 Financial Report – Nancy and June are in the process of switching the books. They will be getting Region 3’s information. The audit will be done by spring.	Report accepted.  Nancy and June will manage this.	

	d. Tee Shirt sales – there have been several sent out.		
6)Membership Report	Phyllis Bruce – Currently Region 3 has 63 members and there are 37 members from the other regions for a total of 100 members. New members are still joining. Carol has been looking at the Membership list for those who have been members for several years; she then contacted Region directors for information about the possibility of those joining the board. Marilyn asked if each region could only have two positions; she pointed out that the regions are so large that more members from each region would better represent the entire region, i.e. representation from each synod in the region would give a better representation to the parish nurses from that synod. There is a question whether the PN at ELCA main office is still currently working in that position.	The general consensus was that more than 2 board members from each region will be an advantage to the organization. Interested parish nurses could join board meetings via the conference call.	
7) Communication Committee Report	Phyllis Bruce and Nancy Deetz – one of Region Three and the national communication committee goals is to work more closely with the various synods. Another national goal is to improve the regional pages with current information including courses offered in the region. Michelle (Region 5) has placed a link to the CHC directly Region 5’s page since the CHC posts educational courses schedules from every region on their site. Michelle has also added a Lenten prayer. Phyllis thanked June for writing an article on how ELPNA connects with ELCA and the various synods. Next meeting is scheduled and goals are being developed. A members’ only page is being discussed. Michelle reported that she looked at the ELCA yearbook for churches in her region that had a web site – she then went to the web site to see if there was a parish nurse identified as a way to find parish nurses in her region. Phyllis reported that a link to the article in the Living Lutheran about parish nurses is on our web site. a. ELPNA Blog. The blog is up and running with different sections including projects, practice issues, membership, and questions. A report was sent to the board on the use of the web site for both December and January with a variety of information on new visitors and returning visitors. Carol asked if the web visits could be broken down to where on the site the visitor looked. b. Resources on web site – Andy sent out a list of possible web sites to include on our web site. She discussed connecting with the AARP site for various publications for caregivers.	Board members were encouraged to access the blog.  If board members had a concern about any item on the list, they were encouraged to contact Phyllis.	The Communication Committee will consider which suggestions from the list are applicable for our site and how to organize the various suggestions.

8) WELCA Triennial Gathering, July 13-16, 2017, Minneapolis	Carol reported about this conference. Nancy Deetz is our contact person. She has communicated with the planners in November; the planner responded that she will be in contact with Nancy but she has not heard anything since then. Region Three is interested in helping with this meeting. Various services will include hand massage, healing touch, prayers as requested and information about parish nursing. Nancy has outlined the space needs and equipment. Nancy, June and Ruth will be attending. A schedule will be developed for those helping.		Nancy Deetz will follow-up on the plans for our participation.
9) Westberg on the Road	Carol discussed the various sites and the problems of getting information about the sites. Carolyn is attending the Michigan site – she is concerned that at this site the Friday program is only open to Michigan parish nurses. Michelle is still debating whether to attend the Lansing, MI site; she has attended all the previous Westberg Symposiums. Carol is looking for a mechanism to communicate with the CHC about our concerns. Cost and location are issues that have already been identified. Carol asked about cost, Nancy will make sure since we are providing a service.	We will wait until members report back after attending the site they chose.	
10) ELCA Youth Gathering, June 27- July 1, 2018	Tabled.		
11) Regional Reports	Carol encouraged us to keep working on up-dating the regional pages.		Board members.
12) Prayer and other concerns	Karen, Nancy, Pricilla, parish nurses in Pakistan, Maureen Daniels for renewed health and safety, and daily prayers for a continuing growth of our organization.		
13) Volunteer for devotion/prayer for March Meeting	Cindy volunteered to provide the devotion.		
14) Closing prayer	Ruth provided the closing prayer.		

Respectfully,  
Andrea West, Secretary