

***ELPNA Meeting  
3:30 PM CST via Conference Call***

***Attendees: Marie Wiegert, Region 3, Vice Chair  
Andy West, Secretary  
June Sand, Treasurer  
Marilyn Johnson, Anita Huntley, Region 1  
Carolyn Crowe, Norma Anderson, Region 4  
Michelle Knap, Region 5  
Deloris Bills, Region 6  
Marilee Tollefson, Ruth Manchester, Region 8  
Nancy Roberts, Region 9***

<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 by June and introductions made as individuals joined the call.	None	
2) Opening Prayer	Andy offered opening devotions.	None	
3)Approval/Addition to Agenda	June asked for additions to the Agenda.	None	
4)Approval of Minutes	Andy presented the November Minutes for approval.  Minutes of the Annual Membership Meeting were presented for acceptance with the correction of Marie Wiegert's name.	Moved, seconded and passed (MSP) to approve the November minutes.  MSP to accept the minutes of the Annual Membership Meeting.	
5)Treasurer's Report	June Sand presented the Treasurer's Report. a. Current report: National Funds: \$12,643.54; Regional Funds: \$6,508.14. Regions reports are included. Region 3 holds \$6,193.01 in their account.  b. Major expenditure approval: June presented the following expenditures for	MSP to approve the	

	<p>approval: \$315 for the web site, \$150 to Immanuel Lutheran Church for use of their building for the BOD retreat.</p> <p>c. Audit of 2015 and 2016 financials, June reported that it is ½ way done, CPA working with her on this. June has contacted a lawyer for information on maintaining our 501(c)3 status as we approach assets of \$25,000 .</p> <p>d. 2018 Budget June will send to AW for distribution.</p> <p>e. Valborg Tollefsrud Scholarship – Region 3 has an educational fund to provide money for tuition to a PN program and/or funds to begin this ministry in a Lutheran church. A group of nurses from ST. Olaf, who were students of Valborg Tollefsrud, have come forward to raise money for this scholarship fund. Money is coming from a number of sources across the country. Letters will be going out to donors indicating that the money will be used in Lutheran Churches located in Region 3, North and South Dakota and Minnesota. Included in the letter will be information about our tax-free status for their records.</p>	<p>major expenditures.</p> <p>June is working with a lawyer on regulations on maintaining the tax-free status of our organization</p>	
6) Membership Report	Current membership is at 47 with 29 members in Region 3; Phyllis will be sending out the discount code for JCN to members as they renew. She will also send out a second membership reminder the end of January.		Phyllis
7) Appointment of new Board Members	June presented the names of Lu Kimpel for Region 4 and Rose Sutkins for membership on the Board of Directors.	MSP that both be accepted as board members from their respective regions.	
8) Handout for Display Table	Nancy Roberts reported that work continues on the document.		
9) Approval of ELPNA Guidelines for Use of Regional Funds	The guidelines were presented by June, as sent out with the Agenda.	MSP to accept the Guidelines for Use of Regional Funds.	
10) Approval of	Tabled		

2018 Goals			
11) How do we find and follow-up with parish nurses in congregations?			
12) Westberg Symposium	Carolyn presented information about the symposium, April 9-11. Cost is \$300 before February 27, 2018. Infor about hotels, shuttle service between site and hotels is available on the web site. The conference ends at 12 on April 11. The symposium will be held at First Baptist Broad Church, Memphis, TN. Denominational meeting scheduled Tuesday in the afternoon, MSP that we have a denominational meeting. Specific workshops are not listed on the web site, just times. The cost for an exhibit table, non-profit exhibitors is \$150.	MSP that we request a room for the Lutheran Denominational meeting Tuesday afternoon and pay for an exhibit table.	
13) ELPNA Brochure revision	Tabled		
14) Survey of Members	Tabled		
15) Regional Reports	<p>Region 1 –Marilyn reported that she has inquired about the synod assembly, which, this year, will be a “gathering” for educational programs. She is arranging for a table at the event. She is obtaining the new BP guidelines from American Heart Association and will send out this information to parish nurses in Region 1. Anita reported that her family/husband is doing well after the vacation accident last summer.</p> <p>Region 2 – No report</p> <p>Region 3 – No report</p> <p>Region 4 – No report</p> <p>Region 5 – Michelle reported that she attended a weekend retreat for the synod council for her synod, of which she is a member. A donation was made from a member of the synod who she had known in her role as parish nurse. She was able to share information about this ministry to the members of the synod council.</p> <p>Region 6 – No report except Deloris reported that they are snowed in!</p> <p>Region 8 – Ruth and Marilee has contacted Gettysburg Seminary about presenting information to a class at the seminary.</p> <p>Region 9 – No report</p>		

15) Volunteer for devotion/prayer for February Meeting	Anita Huntley		
16) Prayer and other concerns	Anita: her grandson, Tom, who will be having knee surgery; Marilyn: her pastor, Skip Getman, who will be having a bone marrow transplant for leukemia, Andy: Tom, a family friend, who is in hospice for spinal cancer; Ruth: her pastor who developed a DVT while on vacation.		
17) Closing prayer	Andy West		
18) Adjournment			

Respectfully,  
 Andrea West, Secretary