

**ELPNA Meeting March 20, 2019
3:30 PM CST via Conference Call**

Attendees: *Carol DeSchepper, Chair*
Marie Wiegert, Region 3, Vice Chair
Andy West, Secretary
June Sand, Treasurer
Anita Huntley, Region 1
Karen Setzer, Region 2
Phyllis Bruce (Membership), Region 3
Carolyn Crowe, Norma Anderson, Lu Kimpel, Region 4
Michelle Knap, Susan Richards, Region 5
Deloris Bills, Region 6
Region 7
Marilee Tollefson, Ruth Manchester, Region 8
Nancy Roberts, Marilyn Kranich, Region 9
Tammy Devine, Consultant

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	Marilee Tollefson offered opening devotions.	None	
3)Approval/Addition to Agenda	Carol asked for additions to the Agenda.	Approved as sent.	
4)Approval of Minutes	Carol presented the February, 2019, Minutes for approval. No additions or corrections. Carol reported that she had talked with Tammy Devine. She is starting her own consulting business: Devine Consulting and is willing to serve as an advisor to ELPNA. Motion made, seconded to approve the minutes.	Approved as sent.	
5)Treasurer's Report	June presented the Treasurer's Report. National Funds: \$9,633.93; Regional Funds: \$7,370.05 for a total of \$17,003.98. A corrected January report and February report will be sent to board members. Bills for the post office box, Westberg Table,	Motion on expenditures approved.	June will sent the corrected January and February Financial

	stamps, Region 3 for e-blast constant contact, and the web re-design have been paid. Motion made and seconded to approve the expenditures. June reported that the 2019 Budget is completed and ready for approval at the April board meeting.		Reports to board members.
6)Membership Report	Phyllis Bruce reported that the current membership is 78 total at this point, which is behind last year because of the decreased membership from Region 3. Two membership reminders were sent out in February. Marie reported that Region 3 was going to call lapsed members, 33 have joined this year, down from 52 last year. She was uncertain about cause, maybe the nurse is no longer serving as parish nurse or isn't interested in staying a member. Follow-up is important to reach out to those lapsed members. By direct contact, e-mail addresses can be verified. Discussion was held on various ways to interest new parish nurses in the organization. It was suggested to (1) contact Faculty of Foundation educational programs asking to insert information about organization in the courses materials; (2) check Westberg web site for educational courses asking them to promote all the denominations professional organizations; (3) place membership forms on the exhibit table at Westberg; and (4) include membership forms in Region 3 Spring Gathering on April 24 by adding the membership form to the registration form. Anita reported that she is displaying forms at assemblies in the Northwest. Carol suggested using PayPal as a payment possibility for membership which might be more convenient for renewals. June stated that more than half of our members have their membership paid by church.	Look into Paypal again.	June
7) Communication Committee Report	Phyllis Bruce reported that at the last committee meeting time was spent discussing the blog to increase participation. Yvette will help the committee feel more comfortable using the blog format through meeting using Zoom. Phyllis is going to highlight one or two board members put personal interest information about board members on the e-blasts. She started with Karen Setzer and will continue with Anita. She reported that work continues on the web site and Regional pages need more information. She will place on web page as information is forwarded to her.		
8) 2019 Goals	Carol introduced the 2019 Goals previously sent to the board. Carol completed the final results of the 2018 Goals, which will be filed. The 2019 Goals are divided into "Ongoing Strategies" and "Goals". The wording of Goal 3 has been modified from the 2018 Goal 8; Goal 4 was rewritten from Goal 9. Carol created a format that is streamlined and easy to read. Motion made to accept the goals/strategies for 2019, seconded. Updates: Goal 2, June has sent out letters to the seminaries presidents (Luther, Lutheran School Chicago, Gettysburg/Philadelphia, Wartburg) asking to talk with faculty	Motion carried.	Carol will update the information on the 2019 Strategies/Goals and send out to the board.

	<p>about parish nursing. These seminaries were selected because of the proximity of various board members to the seminary. Deloris indicated that she could visit Trinity Lutheran Seminary in Columbus. Ruth has talked with person at Philadelphia/Gettysburg who indicated that she would be welcome at their” Lunch and Learn” program. Ruth will be able to visit both sites in the fall.</p> <p>Goal 3 - Carol and Megan have exchanged e-mails and will continue with this dialogue.</p> <p>Goal 4 Lu has talked with Lutheran groups in Texas about parish nursing and our organization.</p> <p>Strategy 3 – Carol reported that no one has volunteered to monitor the Facebook page at this point.</p>		
9) Restricted Educational Funds	<p>Carol reported that there is \$3,000 in the Restricted Educational Fund and asked for suggestions on how to use this money. There are no specific guidelines for use from the agencies that provided the funds just other than it be used for educational programs and helping the organization gain visibility. Suggestions include: (1) use for Churchwide presence; and (2) funding for scholarships/grants. Region 3 has been giving scholarship money in the amount of \$500. Phyllis reported that it is hard to get people to apply for the scholarships because of lack of information to appropriate people. Discussion was held about the purpose of scholarship, is it to enhance members we already have or to provide money to potential members interested in taking the Foundation course. Several suggestions were discussed: (1) place an advertisement in the <i>Living Lutheran</i> magazine emphasizing we have the funds; (2) provide grants to churches to begin the parish nurse ministry in congregations using the grant to fund a nurse to attend the Foundation course; and (3) establish grants to assist members buy materials for a program within their ministry. It was also suggested that we look at Region 3’s Scholarship/Grant application, investigate the cost of ads in <i>Living Lutheran</i> and <i>Gather</i>, for next agenda. The information also needs to be placed on our web site, follow-up articles from those who received monies may help encourage other members to apply.</p>		Carol will place on April Agenda.
10) Board Retreat	<p>Carol reported that the general feeling was to have in Chicago in November. Topics suggested for content – self-care for FCN, and discussion with Megan on health initiatives at Churchwide.</p>		
11) Churchwide assembly	<p>No new information is available at this time.</p>		Carol will monitor for outside vender

			information.
12) Volunteer for devotion/prayer for April Meeting	Andy West		
13) Prayer and other concerns	People impacted by weather – Nancy’s son-in-law, Jamie		
14) Closing prayer	Marilee offered the closing prayer.		

Respectfully,
 Andrea West, Secretary