

***ELPNA Meeting May 17, 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
Cindy Harris, Region 2
Phyllis Bruce, Region 3 and Membership
Carolyn Crowe, Norma Anderson, Region 4
Michelle Knapp, Lucina Kimpel, Region 5
Marilee Tollefson, Region 8
Nancy Roberts, Region 9***

<i>Topic/Agenda Item</i>	<i>Discussion</i>	<i>Action</i>	<i>Responsible Person/Timeline</i>
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 by consensus	
4)Approval of Minutes	Carol presented the April Minutes for approval.	Moved, seconded and approved.	
5)Treasurer’s Report	<p>June Sand presented the Treasurer’s Report.</p> <p>a. Total funds in both checking and savings: \$12,939.73 (except for Region 3). Carol reported that Region 3 has about \$5,500. June stated that for the non-profit status we must have a separate accounting for “gifts”. The bank has waved all fees. We are close to breaking even on tee shirt sales. June encouraged each region to use the monies in their accounts. The form to apply for Regional funds is available on the web site.</p> <p>b. Major expenditure approval – none.</p>		June will send out the form and the current financial report to the directors.

	<p>c. Audit of 2015 and 2016 Financials – cannot be completed until Region 3 reports are available.</p> <p>d. Guidelines for use of Regional Funds – Carol asked for questions to the draft guidelines. Send comments/questions/suggestions to June for her to finalize the Guidelines.</p>	Carol will place on June Agenda for finalization.	Directors will send suggestions to June.
6) Membership Report	Phyllis Bruce reported that we have 125 members which is 5 above last year's total. There are 5 membership applications that have not been forwarded to Phyllis. Carol stated that we should never discount connections that might result in a new member. It was suggested that on the membership form we add "how did you find out about this organization".		
7) Communication Committee Report	Phyllis Bruce reported on the last meeting of this committee. They finalized goals for the year and discussed suggestions for the web site and posting questions on the blog. On the next e-blast the web site will be discussed. Carolyn asked if the blog was open to the public and whether it is cited on the web site. The difference between face book page and a blog was explained. Questions were asked about resources on beginning a health ministry. Nancy R. said that the Florida ELCA parish nurses developed a book about this topic which included a cd of all the forms. She offered to bring it to the Board Retreat for review by the board as a possible resource. The Florida group sold it for \$25.00. Several other resources were discussed that are available through the Church Health Center.		Board members will send to Phyllis those resources that have been helpful in their ministry.
8) 2017 Westberg on the Road	Carolyn C. attended the one in East Lansing, Michigan for the one-day meeting. She felt that the presentations were excellent. Publicity was inadequate regarding the sessions on Friday. The dinner was limited to only Michigan nurses because of financing of the dinner and the impression was that only Michigan nurses were allowed to attend the Friday sessions. Carol asked if we wanted to give feedback to the Westberg Institute on our concern about this year's programs. Next year the Westberg will be April 9-12, 2018	No action at this time.	
9) Board Member Recruitment (Goal #4)	Carol reviewed the two new board members. Nance reported that she has talked to Marilyn Kranich who has expressed an interest in joining the board. Marilyn stated that she would try to join the meeting today.	Nancy will connect with her to determine her interest.	
10) Update of ELPNA brochure (Goal # 6)	Carol forwarded Ruth's suggestions: (1) consider replacing "ELCA" with "Lutheran" to appear more acceptable to all Lutherans. There was extensive discussion about the brochure. It became obvious that two different versions of the brochure were being reviewed by the directors. It was suggested that we postpone this discussion until the next meeting and the most current brochure be mailed to each director. June reported that Portico facilitated the updating of the brochure. The		June will mail each director the new brochure.

	web site does not have the current version. It was suggested that a date be placed on the brochure. If directors have prepared a brochure for their own congregations, they will forward copies of those brochures.		
11) Board Retreat at Future Date	Dates: Nov. 3-5, 2017 Location: Chicago Attend: all board members who are able Agenda: will be developed on a conference call on Monday, May 22 and information will be forwarded as soon as developed.		Carol will forward additional information as it becomes available.
12) Program/Process to assist membership dues.	Tabled		
13) ELCA Youth Gathering, June 27- July 1, 2018, Houston	Tabled		
14) Regional Reports	Carol reported that plans for the WELCA meeting this July are continuing. Karen Setzer reported on the display and programs at the Rocky Mountain Synod Assembly, Region 2, the first weekend in May. Michelle was asked by her synod bishop to be on the ballot for the Metropolitan Chicago Synod Council, Region 5.		
15) Prayer and other concerns	Karen Setzer and Warren Cruz, Bob and Cindy Harris,		
16) Volunteer for devotion/prayer for June Meeting	Carolyn Crowe volunteered.		
17) Closing prayer	Marilee closed the meeting and prayer.		

Respectfully,
Andrea West, Secretary