

**ELPNA Meeting**  
**March 19, 2013**  
**3 PM via Conference Call**

**Attendees:**

**June Sand, Vice President**  
**Carol DeSchepper, Secretary**  
**Nancy Deetz, Treasurer**  
**Andy West, Region 2**  
**Phyllis Bruce, Region 3/Membership Chair**

**Norma Anderson, Region 4**  
**Michelle Knapp, Region 5**  
**Ruth Manchester, Region 8**  
**Mana Master, Region 9**

| <b>Topic/Agenda Item</b>    | <b>Discussion</b>   | <b>Action</b>   | <b>Responsible Person/Timeline</b>    |
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| Welcome and Introductions   | The group was welcomed and introductions made as individuals joined the call. June chaired the meeting in Lori's absence.   | None  |                                       |
| Opening Prayer              | Phyllis Bruce offered opening devotions. Her devotions came from Joyce Rupp's book <u>Out of the Ordinary</u> . The book is published by Ave Maria Press, ISBN 0-87793-920-9.   | None  |                                       |
| Approval/Addition to Agenda | June asked for additions to the Agenda. It was suggested that the Website be discussed. The agenda was approved with this change.   | Add website discussion to the agenda                        | June Sand                             |
| Approval of Minutes         | Carol DeSchepper presented the February 20, 2013 minutes for consideration. A motion was made and seconded to accept the minutes as published. The motion carried.  | Send minutes to Mary Jo Hallberg for posting on the Website | Carol DeSchepper and Mary Jo Hallberg |
| Treasurer's Report          | Nancy Deetz had earlier sent the Treasurer's Report. She is holding \$2672.88 in National Funds and \$3510.00 in funds for other regions. June reminded everyone to remember that funds are available for ELPNA expenses. June will try to contact Nancy. At the time of our last meeting she was ill.  | Seek reimbursement for ELPNA expenses as appropriate        | Board Members                         |
| Membership Report           | Phyllis reported that there are now 56 Region 3 members and a total of 43 members in all other regions. This yields a total of 99 members. Phyllis has done an analysis of persons who have not renewed. For those in Region 3 they received a special invitation to the Spring Gathering, along with a Membership Form. Phyllis also recently sent out the member spreadsheet to board members, sorted by region. Everyone was encouraged to look at it and follow-up with people who are not members or who have not renewed. | Continue recruitment efforts                                | Board Members                         |

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| Regional Reports | <p><b>Region 1: No Representative</b></p> <p><b>Region 2:</b> Andy has 5 synods in Region 2. Contacts have been made with churches in three of them. One of the synods has a staff member with parish nursing as part of his area of responsibility. This individual has been very helpful. At the synod meeting he hopes to convene parish nurses, pastors, and chaplains for dialogue.</p> <p><b>Region 3:</b> The Region 3 Spring gathering is April 22 in St. Paul, MN. The speaker is Dr. Terrance Fretheim, Professor of Old Testament from Luther Seminary. Region 3 gave three \$500 grants to churches that want to start Faith Community Nursing. Some of that was from memorial money given when one of the Region 3 board members passed away. Carol DeSchepper reported that she is hosting a conference in Sioux Falls, SD on May 3. Gertrud Mueller-Nelson, author and artist will speak on ‘Celebrating the Holy in the Ordinary’. Ms. Nelson authored the book <u>To Dance with God</u>.</p> <p><b>Region 4: No Report</b></p> <p><b>Region 5:</b> Norma and Carolyn attended a conference last week in the greater metro area. The speaker was Kathryn Robbins. She spoke on personality theory and then applied the information to the Gospel writers and to several people from scripture. Norma and Carolyn currently attend two parish nurse groups – the Lutheran nurses group and a Metro area nursing group. The Lutheran group is getting rather small as many churches are dropping their PN Ministries due to budget constraints.</p> <p><b>Region 6:</b> Michelle had earlier forwarded a bulletin insert to Lori that had come from her health system. She has permission to share it with ELPNA members. She also asked about how we get a list of coordinators. We should check with Maureen Daniels, who continues to host a List Serve for Coordinators through IPNRC. Michelle feels that having coordinator contact information will be very helpful as we try to locate Lutheran Parish Nurses.</p> <p><b>Region 7: No Representative</b></p> <p><b>Region 8:</b> Marilee and Ruth will be getting together to make phone calls to nurses in Region 8. They are also going to be teaching the Support U course. Ruth asked if others had used Verna Carson for an educational event. They are planning to use her for an event.</p> <p><b>Region 9:</b> Mana was on the planning committee for a workshop hosted by the Inclusion Network. The keynote address Thursday evening was given by Mark Pinsky, author of AMAZING GIFTS: Stories of Faith, Disability, and Inclusion. There were also a number of people whose stories are in the book that spoke. Mana attended a workshop by one of the speakers, Caroline McGraw. She spoke about her experiences while being a member of the L’Arche community in DC. She blogs about</p> | Send the bulletin insert to Carol DeSchepper for distribution | Michelle Knapp |
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|                 | <p>loving and caring for people with disabilities at AWishComeClear.com. Her new book was just published, I WAS A STRANGER TO BEAUTY. Friday's keynote was given by Dr. Jeff McNair. He is a professor of special education and writes extensively on faith and disability issues.</p>   |   |  |
| Westberg Update | <p>The Wheatridge event with ELPNA and LCMS parish nurses is scheduled for Friday noon at the Westberg. What other time do we want to get together during the conference? There is a conference opening event from 4 -5 pm on Thursday and the Granger Westberg Lecture from 5 – 6 pm. It was agreed that the ELCA board will meet for dinner on Thursday evening, following the Granger Westberg Lecture. June will compile a list of cell phone numbers and flight arrival times for those attending the Westberg. At dinner the group will look for another time for ELPNA nurses to gather.</p> <p>Brian (from Wheatridge) will host the meeting on Friday noon. He will talk about Wheatridge and then open the dialogue for more discussion. Norma received an email today asking her to RSVP for the Wheatridge event. Several others had not received that email.</p>  | <p>Send your cell phone number and anticipated arrival time to June, if you are attending the CHC Conference. She will distribute.</p> <p>Norma will send the RSVP information/link to Carol DeSchepper for distribution to the group</p> | <p>Board members attending the Westberg and June Sand</p> <p>Norma Anderson and Carol DeSchepper</p> |
| Bylaws Update   | <p>June, Jean Bokinski from Region 3 and Carol DeSchepper have started to look at the bylaws. After the first pass through is done, we will send a tracked-changes copy to everyone. After finalizing changes there needs to be a national vote on the bylaws.</p> <p>June asked specifically about the membership criteria. The most recently proposed additional language for membership is item f. below:</p> <p>Section 4.1: Membership in the ELPNA is currently defined by participation and meeting the following criteria:</p> <ol style="list-style-type: none"> <li>a. having completed a Parish Nurse preparation course, and</li> <li>b. payment of annual dues, and</li> <li>c. in active practice, either paid or unpaid, in an ELCA or other Lutheran congregation, or</li> <li>d. having membership in the ELCA, or other Lutheran congregation, or</li> <li>e. having retired from parish nursing in an ELCA or other Lutheran congregation or</li> <li>f. providing coordination, education or support of ELCA parish nurses or other Lutheran parish nurses.</li> </ol> | <p>Continue preliminary bylaws review</p> <p>Begin to give thought to the clarity of the bylaws section on membership. Does it say what we want it to?</p>  | <p>June Sand, Jean Bokinski from Region 3 and Carol DeSchepper</p> <p>Board members</p>              |

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|                 | <p>Think about this and see if it adequately describes our intent for membership.</p> <p>Norma asked about staggered terms for board members. That needs to be defined for both board members and officers.</p> <p>Once the officers are elected, do we want to recruit a second person from the region that the officer came from? This again will require further discussion.</p> <p>The board determines the dues. June will talk to Nancy about a budget and about getting her books audited. We then need to consider if a dues increase is needed.</p>  | Evaluate current language regarding these areas of concern and add or update as necessary       | Board members               |
| Website         | <p>June, Mary Jo, and the Webmaster continue to work on the transition from Region 3 to National. The next major change will be to have the site open to the National page. There will also be pages added for Education, Tools to assist you with your health ministry, and a PN Research update page. Under the regions, June and Phyllis took materials from the minutes and put in the Regional links. We still need to add a page that shows where the regions are located geographically. We also need to add the Regional representative contact information to the Regional pages. If you have website concerns, get them off to June or Phyllis and they will maintain a list. June will also get passwords for each region and give us direction on how to modify our part of the site.</p> | Develop instructions for website changes and send that and passwords to Carol for distribution. | June Sand and Phyllis Bruce |
| ELPNA Brochure  | <p>They have not been updated, but the current brochure is in PDF form on the website. The information in it is all correct, but it could use some 'refreshing'.</p>  | Check the website if you need brochures   | Board members               |
| Prayer Concerns | <p>June expressed her appreciation for the support and strength of the group.<br/>Please remember ...</p> <ul style="list-style-type: none"> <li>√ Ruth, health issues</li> <li>√ Carol, post surgery</li> <li>√ Lori, family concerns</li> <li>√ Michelle, grief and loss</li> <li>√ Phyllis, health issues</li> <li>√ Nancy Deetz, health issues</li> <li>√ June, health issues</li> <li>√ Our ELPNA colleagues and the stresses and concerns we carry in our hearts and souls each day.</li> </ul>   | Please continue to support one another in prayer  | Board members               |
| Closing Prayer  | Phyllis offered closing prayer.   | None  |                             |

Respectfully, Carol DeSchepper, Secretary