

***ELPNA Meeting
February 19, 2014
3 PM (CT) via Conference Call***

***Attendees: Carol DeSchepper, President
Lori Tormey, Vice President
June Sand, Vice President
Andy West, Secretary
Nancy Deetz, Treasurer
Linda Case, Region 1
Andy West, Region 2
Phyllis Bruce, Region 3
Carolyn Crowe, Norma Anderson, Region 4
Michelle Knapp, Region 5
Marilee Tollefson, Ruth Manchester, Region 8
Nancy Roberts, Mana Master, Region 9
Membership – Phyllis Bruce, Region 3
Tammy Devine - Advisor***

<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	Phyllis Bruce offered opening devotions.	None	
3. Approval/Addition to Agenda	Carol DeSchepper asked for additions to the Agenda. Additions: Information about Pay Pal added to Treasurer's Report and a letter from Bishop.	Accepted as amended.	
4. Approval of Minutes	Andy West presented the January, 2014 minutes.	Accepted as circulated.	
5. Treasurer's Report	Nancy Deetz presented the Treasurer's Report. a. Treasure audit – Books are with the auditor, but the process is not completed. b. Current Financial Report – The report was sent by e-mail. There were no		

	<p>questions.</p> <p>c. Pay Pal Information – (June Sand) there is a special section for non-profits. There is a cost of \$.30 per transaction. Moved/seconded that we set up a Pay Pal account.</p>	Motion passed.	
6.Membership Report	<p>Phyllis Bruce reported that there are 58 members in Region 3 and 29 nationally for a total of 87. Phyllis has sent out a reminder for membership renewal. Marilyn Johnson, Region One, will be added as Regional Director. A. West will put together packet for her.</p>	Packet will be sent	Andy West
7.Update of the ELPNA Brochure and Display	<p>June Sand – The display is at Region Three and they are in the process of updating it. This will be completed in time for Westberg. Discussion centered on making the display picture/information easier to transport to address the expense of shipping the large display. It was suggested that the pictures/information be attached with Velcro then the smaller sections could be mailed in a bubble envelop and attached on site to a poster board.</p> <p>June reported that the brochure is done and ready for printing. Questions from board members included: 1. Discussion on gender specific personal pronouns used. Suggested that the plural be used, i.e. “we”, “our”. 2. Adding specific information about working with the pastoral team. 3. Affiliation – what does that mean? Response: we are connected with the ELCA through our 501(c)3. Perhaps we could change the location of this information on the brochure. 4. Address education qualifications to state “completion of an educational program as identified in the <i>Faith Community Nursing: Scope and Standards.</i>” 5. Look at the language about “Who is a parish nurse?”. 6. Change wording to include Pay Pal information for membership and contributions.</p>	The brochure will be revised per questions/suggestions of board.	June Sand

8. Westberg Event	<p>Nancy Roberts -</p> <p>a. Booth Logistics – display cost for non-profits is \$150 for 3 days. This year Westberg is designated just for parish nurses so Nancy feels that the cost of a booth will be well spent. Six board members are registered with one visitor. Moved/seconded to pay for display. We don't need to be present at all times. It was suggested to post on website when specific directors will be present so possible members could meet the directors of their regions. Moved/seconded to give away a 2015 membership at the booth. Is a traveling display a possibility? Various issues were discussed. (See above.)</p> <p>b. ELPNA Event – breakout session for church groups is scheduled on Saturday, April 26. Rooms will be available. Box lunches are provided for conference attendees.</p>	<p>Motion carried on having a display.</p> <p>Motion carried on gift membership.</p>	Nancy Roberts
9. WELCA Meeting	There will be a meeting of the subcommittee via conference call on March 7 with Tammy Devine.	None	Nancy Roberts
10. Goals for 2014		Discussion on the Goals was tabled until the next meeting.	
11. Regional Reports	<p>Phyllis asked board members to be sure their membership was current. She will send e-mails as reminders.</p> <p>Linda Case asked that her home e-mail be used – stampincat@comcast.net.</p> <p>Other board reports were tabled.</p>		Phyllis Bruce
12. Prayer/other concerns	Carolyn will have surgery this Friday, nursing classmate of Phyllis Bruce - Mary Peterson - with new diagnosis of cancer.		
13. Volunteer for devotion/prayer.	Nancy Roberts will be responsible for March 18 call.		
14. Letter from Bishop	June shared the letter from Bishop Eaton with the board. Parish nursing will be under Congregational and Synodical Missions at the national and synod level. Information about parish nursing is needed in the Year book. Currently parish nursing is not listed in the index and information about the specialty is difficult to locate.	Phyllis will place on website.	Phyllis
15. Closing Prayer	Phyllis Bruce offered closing prayer.	None	None

Respectfully,
Andrea West, Secretary