**Date**: October 1 at 7:00 PM

**Location**: Luke’s house! (4815 Hyde Rd in Manlius)

**Attendance**:

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| **Name** | **Y/N/E** | **Name** | **Y/N/E** |
| Lisa Avery | N | Lisa Phillips | Y |
| Peter Aiello (Past President) | Y | Christie Rahme | N |
| Erin Beitz | N | John Salemme | N |
| Bernie Delello (Treasurer) | N | Ali Scrimenti | N |
| Brian Dodge | Y | Bruce Stalder (Treasurer) | Y |
| Jenna Fancher (Secretary) | Y | Matthew Taranto | Y |
| Elizabeth Feldman | Y | Ryan Watson | N |
| Luke Probst (President) | Y | Pegah Shakeraneh | Y |

\*Y=yes, N=no, E=excused

**Agenda/Minutes**:

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| ***Old Business & Standing Items*** | | |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| Finance Update | * *Standing item* * New report this month * Ending balance: 26,700.24 (see Bruce’s spreadsheet, will post to Google Drive) | Bruce to send Jenna spreadsheet to post on Google Drive |
| Recent CE Update | * 31 checked in, 4 no-shows * Peter to look into no-shows and send e-mails to those individuals who have repeatedly RSVP’d but not shown up * Change honorarium for CEs? Statewide it is $300 (we are doing $250 for local, $500 for travel) * Plan is to change to $300 per speaker (AKA per hour moving forward) * Bruce Millar’s honorarium - can we send this to a charity? * For future catering, can consider calling caterer with updated headcount to avoid cost/leftovers | Look into if Bruce Millar’s honorarium can be donated to a charity |
| Member appreciation, recruitment, and retention | * *Previously tabled* * Membership committee call Wednesday (Matt was on call); web-based, streamed CEs limited to 1 per chapter per year (free-of-charge); additional streaming needs to be paid for * Can we partner with local schools or institutions that already have a membership with platforms like Zoom? (ex: Lisa mentioned SJF); issue is licensing when using school’s account with something other than the school * Do these web-based CEs dilute the ability to meet / have in-person registrants? Need to figure out a way to have local members attend and have web-based CE available for non-local members (can rotate sites of CEs that host the web-based CE), may need to then decrease cost of event; would be helpful to get state involvement with this (could pursue grassroots effort to get this off the ground) * How do we get non-local members engaged without losing membership engagement locally when site of CE / events is moved to accommodate non-local members? We are starting to make this effort by having our next CE in Canastota (can serve as a membership drive for that area); could consider offering lower registration rate for non-members 🡪 drop rates to $20/$20 for member/non-member? Need to discuss further * What is the draw for non-CE events? Need to investigate what other chapters are doing that are successful in this; consider increasing networking efforts; could consider creating a survey to send out to outlier hospitals to see what these members value * Updated membership roster today looked like our membership is fairly stable from previous months * Membership committee is now keeping track of outreach efforts; Matt will log these efforts in this document so Luke to keep him in the loop | Lisa to look into Zoom options at SJF  Luke to CC Matt on outreach efforts so he can log in Membership Committee doc |

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| ***New Business*** | | |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| November CE | * Greg Stanley (USP797 update) * Wednesday, November 6 at Theodore’s – they just need final head count a week or two before-hand ($16 per head, minimum head count of 35) * CE will be at 5:30 PM to accommodate travel (start CE at 6:00-6:30ish) * CE accredited for 1 hr & 40 min 🡪 will be reaching out to Rebecca for 2 hr with content update with deadline push to implement USP797 * Advertise to technicians, especially based on topic * Could Abby run the SIG for techs?, Peter to lead SIG on pharmacist impact | Bruce to finalize this with Theodore’s tomorrow  Jenna to finalize flyer, will post to Google drive (update flyer to include 2 SIGs on upcoming technician legislation / career impact on both pharmacists and techs)  Bruce to talk to Abby about sig  Jenna to reach out to Rebecca to let them know content has increased to 2 hr with new update  Christie please send e-mail to industry (Peter touching base with Christie)  Luke has list of directors for outlier hospitals, will send out flyer/link to website once finalized |
| Pharmacy week | * Oct 21-25 * Luke reached out to director at St. Luke’s to do a site visit at both locations * Peter and Matt tried one year to visit other sites (Auburn or Oswego), was not very fruitful * Could have event at Empire Brewing or some other venue, could offer drink tickets and opportunity to socialize |  |
| Miscellaneous/open discussion | * Could consider live CE avenue on a Sunday afternoon; offer up snacks, drink tickets, etc.; web-based format?; option to bring family; freeCE.com? * Need to increase advertisement of CE events (increase e-mails, post flyers, etc.); have outlier hospitals also send out invites / advertisements for events; Luke will send out to director listserv * Legislative update from Grassroots advocacy update: technician bill will be signed into law pharmacy week; governor’s office having turnover which is a reason for delay; CDTM bill will sunset in 2020 🡪 looking to get NPS to be collaborating provider with the pharmacist but NPs are currently against this bill because of the wording * Next BOD meeting at Theodore’s from 5-5:30, prior to the CE | Brian to look around for potential venue/to explore this Sat/Sun CE idea further  Next BOD meeting 30 min prior to CE start (5 PM on Nov 6) |