**Date**: 11/19/2019

**Location**: N/A

**Attendance**:

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

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

**Agenda/Minutes**:

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| ***Old Business & Standing Items*** | | |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| Minutes | * *Standing item* * Motion to approve last month’s minutes * Approved | Jenna to e-mail to Lisa, Shaun, Office |
| Finance update | * *Standing item* * Bruce & Bernie * Total balance $27,574.48 (increase of ~$800 since October statement) * Greg Stanley declined honorarium (he left with organization instead of donating to charity) * 55 attended + 5 industry most recent CE | Bruce to e-mail Jenna updated numbers  Luke, Bernie, and Bruce to go back to bank to set up account |
| Pharmacy week update | * Utica visit by Luke & Peter * Monday of pharmacy week – St. Elizabeth & Faxton/St. Luke’s * Brought bagels, had good discussion, seems to have paid off with highly attended CE at Theodore’s * Idea brought up for a special interest group for organizations who are on Epic to share on best practices | Consider Epic SIG for upcoming CEs |
| Member appreciation, recruitment, retention | * See minutes from 10-1-19 * Will hopefully see increased membership following most recent CE * Up to 68 people currently (October roster) * For member appreciation, will need to defer Empire Brewing for now as this location has closed, can circle back to this | Luke to post roster to shared drive |

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| ***New Business*** | | |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| Upcoming CEs | * February, April, June were discussed at 8/2019 meeting * February: ID Symposium + Preceptor development (“Lisa duo” to present!) to include potential ideas such as new CAP guidelines, outpatient stewardship efforts in light of J Co standards (UHCC, St. Joe’s), new drugs (“top 5”); plan for “leap symposium” on Feb 29 followed by tailgating for Syracuse basketball game * April: Law/advocacy CE (tech legislation, CDTM, advocacy, automated dispensing cabinets, etc.) + remaining PGY2s who did not present at symposium; will need to avoid NYSCHP Annual Assembly weekend; pairing clinical + non-clinical to increase attendance AND having PGY-2’s present with additional CE topic for this same reason (not well attended last year) * June: PGY-1 resident CE program (more on this later) * Halliday financial planning as potential CE? Seems after majority feedback that we are not pursuing this; does not seem to fit within our mission of NYSCHP; Peter discussed this with Shaun and he states that this was introduced because other chapters were asking for financial assistance so well received in downstate area; could e-mail members to see if they think this would be valuable * Venues: symposium should be institutional (St. Joe’s?); will determine venue for April / June (most likely a restaurant) | Luke to reach out to individuals for Feb and April CEs  Bernie to look into St. Joe’s availability for February event (12 PM to 4 PM) preferably on Feb 29 “leap symposium” with tailgating before game |
| Honorarium standards | * $250/hour for all speakers (local or non-local) * Overall consensus from BOD was in agreement |  |
| Virtual HOD | * 12/5/19 from 4:00 PM-6:00 PM * Christie unable to make the call, Peter able to step in (was on virtual house last year) * Luke will also join unless interest from another member | Is anyone else able to serve as a delegate? Let Luke know if interested |
| Membership committee | * Conference call 11/6 (see Matt’s e-mail) |  |
| President’s call | * Looking to modify bylaws to effectively give the executive committee the authority over establishing dues structure (historically, this would need to be ratified by membership at HOD); more on this at the HOD this year |  |
| Open Forum | * REF Award letters to go out tomorrow * Peter working with grassroots advocacy subcommittee to increase activity, more on this soon |  |