**Date/time**: September 16 at 6:30 PM

**Location**: N/A (WebEx information distributed)

**Attendance**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Y/N/E** | **Name** | **Y/N/E** |
| Kaitlyn Agedal (Resident Liaison)  | E | Zach Hayes | Y |
| Peter Aiello  | E | Elizabeth Feldman | N |
| Erin Beitz (Secretary) | Y | Jeremy Gleason (Membership Co-chair)  | Y |
| Curtis Blow | Y | Nicole Ondrush (Resident Liaison) | Y |
| Bernie Delello (Treasurer) | Y | Luke Probst (Past President)  | Y |
| Brian Dodge (Membership Co-chair)  | Y | Ali Scrimenti  | Y |
| Jenna Harris (President) | Y | Bruce Stalder  | E |

\*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
 | Erin to send to Lisa, Shaun, and Office |
| Finance update | * *Standing item*
* See finance update on Google Drive
 | Bruce or Bernie to e-mail Erin spreadsheet from last call to post to Shared Drive (only if changes) |
| Membership | * *Standing item*
* Membership down 8% last month
 | Jeremy/Jenna to send e-mail to technicians for membership opportunities Nicole to send e-mail to residents and studentsGroup to think about membership appreciation event  |
| Grassroots/advocacy | * *Standing item*
* Planning advocacy week for 2nd week in February; reaching out to schools to encourage student involvement
 |  |
| Upcoming/Past CEs | **Future CE Planning** *October 12th, 2021** Accredited
* If f vaccinated, must wear mask. If unvaccinated, no mask required
* Industry final # confirmed? *Will need 7-8 tables*
* Peter to forgo payment (thank you!!)

*November CE** Accreditation materials submitted
* Date: November 16, 2021 (7-9 pm)
* Location: Virtual
* Industry: no

*January/February CE** Feb 9 from 630-830 pm
* Speakers: Luke and Danielle
* Location: SKY Armory (Kaitlyn to take lead on this)
* Industry: Lisa Voigt (last 30 min)

*March CE** Sounds like there will be a CE “blackout” from NYSCHP, may have to forgo this
* If able to have early March CE, will begin to plan during Oct BOD call

*Future CE** During BOD call, discussion about hybrid CE (set cap, then the rest do virtual)
* Needs assessment for our members to see if they’d attend live vs virtual
* Consider May CE in addition to June Resident CE, all agree
 | RSVPs for October event due by October 2nd Zach to stay in contact with Borios; group OK with fee for bar in roomJamie to set up projector (Zach will p/u day of event), Jenna/Curtis to bring laptop Jenna to e-mail out fliers & reg link to membership & UHDOPs to share with their hospitalsKaitlyn/Nicole to promote to residents & studentsJenna to reach out to clarify sponsorship vs opening up to other industry  |
| MSL Policy | * Spoke to liaison – no such policy exists, however, only stipulation is it cannot be intermixed with CE
 |  |
| Website Updates | * Registration links, upcoming events
* Leadership section (include bios and headshots) both exec leadership & BOD
* Under our mission, add language about technicians & students? (currently states “welcomes pharmacists”)
 | Peter to update |

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| ***New Business*** |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| Bylaws | * Revisions made, approved during call
 |  |
| Next BOD meeting | * Meet prior to CE 10/12 at 545 pm
 |  |
| Open Forum | * Has any industry paid for event yet?
 | Ali to follow up with Bruce  |