**Royal Counties of New York State Council of Health-system Pharmacists**

**Board of Directors Meeting Minutes**

**President**: Rebecca Kavanagh

**Minutes Taken By**: Rachel Quinn

**Attendance**: See Appendix A

**Location:** Zoom

**Date**: April 6th, 2021

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **N. Niceforo** opened meeting and thanked everyone for attendance
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from March BOD meeting
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| 3. Installation Banquet | * Discussed having installation banquet over Zoom or waiting until the fall for an in-person event
	+ Unanimous vote to post-pone event so that it can be in-person
	+ Potential date: 9/14/2021
 | * **N. Niceforo and R. Lumish** to provide updates at next BOD meeting
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| 4. Nominations/Elections | * Tabled until next meeting
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| 5. Committee Updates | * **T . Mondiello** discussed establishing process to elect committee chairs
	+ Determined that each committee will meet amongst themselves and elect committee chair
		- If an election is needed, DALs will assist
	+ Determined that chair should be held by pharmacist
		- If a student would like to be a chair, they will be paired with a mentor
* Secretary is currently in charge of membership and communications committee
	+ Determined that role will be passed to DALs after upcoming election
* As many students are not actively participating in committees, **R. Khaimova** discussed making committee requirements
 | * **T. Mondiello** and **N. Dandan** to provide updates at next BOD
* **R. Kavanagh** to update bylaws, if needed
* **R. Khaimova** to draft blanket statement defining requirements of committees and stating grounds for dismissal
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| 6. Membership Updates | * Chaired by **M. Freel** and **N. Greco;** reported by **R. Quinn**
* Membership committee has been updating gmail contacts and placing into the following categories (“Expired members 2021” Expiring members- \_\_\_\_\_ 2021” and “Members 2021 (with expiring \_\_\_\_ 2021)”) based upon monthly reports sent from NYSCHP
* Any member with a membership expiring that month will receive an email detailing the benefits of renewing their membership with Royals
* Currently have 243 active members as of March 2021
	+ Discussed ways to increase membership including holding live events in the fall and increasing student involvement
 | * **M. Freel** and **N. Greco** to provide updates at next BOD meeting
* **R. Kavanagh** to email membership roster for April 2021 once received
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| 7. New Practitioner Newsletter | * Chaired by **R. Khaimova**
* Newsletter to be distributed May 2021
* Determined that Touro and St. John’s do not have faculty/student liaison
	+ Discussed that Touro does not need liaison as they are part of NYC chapter
 | * **R. Khaimova** to provide updates at next meeting
* **N. Niceforo** to reach out to St. Johns to determine faculty/student liaison
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| 8. Grassroots Updates | * **T. Gerber** and **S. Paone** (co-chairs)
* **T. Gerber, R. Quinn, T. Mondiello** and **S. Paone** wrote an article for the Royals newsletter on advocacy week
* Twenty-five meetings completed since founding grassroots in 2020
	+ Will reach out to legislators in May/June to schedule advocacy meetings
* Co-Chairs would like to increase member involvement and encourages board members to reach out to their legislators
 | * **S. Paone/ T. Gerber** to provide updates at next BOD
* **T. Gerber** to give presentation to Touro students on importance of advocacy. Will coordinate with **R. Kavanagh**
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| 9. Upcoming Events |  | * **R. Lumish** to contact Claire Martin from Daiichi Sankyoto sponsor an event
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| May 25, 2021 | **CE topic:** Novel Reversal Agents to Safely and Effectively Treat Direct Oral Anticoagulant Bleeding: Education for the Health-System Pharmacist* Location: Zoom
* Presenter: John Fanikos
 | * **N. Niceforo** to provide updates at next BOD meeting
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| June 18, 2021 | NYC Regional Residency Conference * Location: Event will be virtual and include NYC, Royals, and LISCHP chapter
 | * **N. Niceforo** to provide updates at next BOD meeting
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| June 2021 | **Programming Event:** Branded topic by Takeda* For Takeda, the amount of money given to Royals will be determined by attendance
* **R. Quinn/N. Niceforo** discussed raffling amazon gift cards to increase attendance
	+ BOD members in agreement
 | * **N. Niceforo** to provide updates at next BOD meeting
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| July 13, 2021 | **CE Topic:** How to financially plan and invest * Location: Zoom
* Presenter: Wealth Advisory Group
 | * **N. Niceforo** to provide updates at next BOD meeting
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| September 2021 | **CE Topic:** The Wonderful World of SGLT-2 inhibitors* Location: TBD
* Presenter: Tony Gerber
 | * **N. Niceforo** to provide updates at next BOD meeting
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| September 14, 2021 | **Installation Banquet*** Location: Russo’s On The Bay
 | * **N. Niceforo** to provide updates at next BOD meeting
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| TBD  | **Programming Topic:** Anemia and CKD* Location: TBD
* Presenter: Astra Zeneca
 | * **N. Niceforo** to provide updates at next BOD meeting
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| 10. Treasurer’s Report | * See Appendix B
* CE donations totaled $9.41
* Checking balance is $16,280.32
* Money market account balance is $37,352.41
 | * **R. Lumish** to provide updates at next BOD meeting
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| 11. New Business: | * None
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| 12. Adjournment and Next Meeting | * Adjourned at 6:50 PM
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Respectfully submitted by,

Rachel Quinn, PharmD, BCACP, AE-C

Secretary – Royal Counties Chapter – NYSCHP

Rebecca Kavanagh, PharmD, AAHIVP, BCACP

President – Royal Counties Chapter – NYSCHP