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

**Board of Directors Meeting Minutes**

**President**: Nicholas Niceforo

**Minutes Taken By**: Samantha Paone

**Attendance**: See Appendix A

**Location:** Webex

**Date**: 4/13/22

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **N. Niceforo** opened the meeting at 6:02 PM and thanked everyone for attending.
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the March BOD meeting.
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| 3. Regional Residency Conference  | * The Regional Residency Conference is planned for June 17, 2022.
* Conference will be held virtually over Zoom.
* Keynote speaker:
* Presenter: Troy Lynn Lewis, PharmD, BC-ADM
* Topic: The Pharmacists Role is Systematic Racism
* **R. Quinn** reports the event needs to be promoted on social media. Moderators and evaluators are also needed for the event.
* **S. Paone** sent first Constant Contact for the event on 4/11/22. Email was also sent to chapter presidents of NYC and LI chapters to distribute to their program directors.
* **R. Lumish** will obtain 2 drug sponsors to present a 30-minute presentation during lunch.
	+ Octapharma has confirmed.
* **R. Quinn** proposed to do a raffle for those who attend the drug sponsor presentation to increase attendance.
* BOD agreed to give a $10 Amazon gift card for every 25 people who attend.
 | * **R. Quinn** will follow-up with the keynote speaker for CE accreditation.
* **R. Lumish** will finalize sponsors.
* **S. Paone** will include information regarding the raffle in the next constant contact email.
* **S. Paone** will send an email calling for moderators and evaluators at the end of April.
* **T. Gerber and M. Freel** to promote event on social media.
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| 4. Annual Assembly | * Annual Assembly took place in Saratoga, NY from April 7-10, 2022.
* Cost covered by Royal Counties:
	+ Delegates will be reimbursed through their work institution and the rest will be reimbursed from Royals (up to $675).
	+ Delegates need to send receipts and mailing addresses to **R. Lumish.**
* State updates:
	+ **N. Niceforo** proposed attaching bank statements to the financial excel sheet and have a double-check system with the bank account.
	+ **N. Niceforo** reports we need to be careful with donating proceeds as non-profit organizations donating to non-profit organizations raises red flags.
	+ **N. Niceforo** reports that if we have more than 1-1.5 times our annual budget in savings, red flags will be raised and we will risk non-profit status.
	+ **N. Niceforo** reports there is increased promotion for collaboration with other chapters and the state. The state wants to create a calendar, so all chapters are aware of events happening.
 | * **S. Paone** will send an email to delegates to remind them to email **R. Lumish** receipts/mailing address for reimbursement.
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| 5. Committee Updates1. Membership
2. New Practitioner
3. Grassroots
 | 1. Membership: Chaired by **M. Freel** and **N. Greco**
* Down 3 associate members.
1. New Practitioner: Chaired by **N. Dandan** and **Y. Kim**
* Currently working on the next Newsletter.
1. Grassroots: Chaired by **T. Gerber** and **S. Paone**
* Forty-one meetings completed since founding Grassroots in January 2020.
* White/Brown Bagging Bill has an Assembly sponsor, Linda Rosenthal.
* Next meeting will be on 4/14/22 @3:30 PM with Assemblymember Linda Rosenthal.
* **R. Quinn** has been given the NYSCHP Advocacy Award.
 | * Committee chairs to provide updates at next meeting.
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| 6. BOD Elections | * Email for elections for Royal Counties executive BOD positions has been sent out with a deadline of 4/15/22.
	+ We have one self-nomination for Treasurer.
* There are 7 delegates in total.
	+ Three of which are immediate past president, president, and president elect.
	+ The other 4 delegates are up for re-election every two years.
* BOD agreed to elect delegates after BOD election is over.
 | * **N. Niceforo** to provide updates at next BOD meeting.
* **R. Kavanaugh** will draft a new email for delegate elections.
* **S. Paone** will send a reminder email for executive BOD elections on 4/14/22.
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| 7. Upcoming Events |  |  |
| Upcoming 2022 Events | * **April 28, 2022**
	+ Presenter: Katherine Tobon, PharmD, BCOP
	+ Topic**:** Chronic Lymphocytic Leukemia: Optimizing Patient Care Through Expert Knowledge of Drug Therapies and Treatment-Related Toxicities
	+ Location: Virtual
	+ Time: 6:30 - 7:30 PM
* **May 12, 2022**
* Presenter: Joanna DeAngelis, PharmD, BCIDP
* Topic: Battle of the Bloodstream Infections: Optimization of Bacteremia Treatment
* Location: Da Nonna Rosa
* Time: 6:00 - 7:00 PM
* **June 14, 2022**: Installation
	+ Location: Russo’s on the Bay
	+ Time: 5:30 - 10:00 PM
* **June 17, 2022:** NYC Regional Residency Conference
	+ Location: Zoom
	+ Time: 8:30 AM- 4:30 PM
* **July 2022**
* Presenters: Rachel Quinn, PharmD, BCACP, AE-C and Tony Gerber, PharmD, BCACP
* Topic: Jeopardy
* Location: TBD
* **September 2022**
* Presenter: Christine Ciaramella, PharmD
* Topic: EM
* Location: TBD
* **October 2022**
* Presenter: Meagan Freel, PharmD
* Topic TBD
* Location: TBD
* **November 2022**
* Presenter: Jenny Xu, PharmD
* Topic Hypertriglyceridemia
* Location: TBD

**LIU Alumni CE Event** * LIU Alumni Committee is interested in doing a collaborative CE event with Royals. There would be ~50-75 LIU Alumni members who would attend.
* BOD is concerned about cost.
	+ **R. DiGregorio** states that a reduced price should be given to NYSCHP members and full price for all non-members.
* **N. Niceforo** will propose that LIU alumni attend our annual installation dinner and that we utilize their CE speaker.
 | * **R. Quinn** to provide updates at next BOD meeting.
* **N. Niceforo** to provide updates about LIU Alumni collaboration event at next BOD meeting.
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| 8. Treasurer’s Report | * See Appendix B
* Checking balance is $23,714.95
* Money market account balance is $37,866.91
 | * **R. Lumish** to provide updates at next BOD meeting.
 |
| 9. New Business | * No new business presented.
* **N. Niceforo** congratulated Rachel Quinn for winning the Advocacy Award and Rebecca Khaimova for winning the New Practitioner award at Annual Assembly.
* **R. Digregorio** is now president-elect of NYSCHP.
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| 10. Adjournment and Next Meeting | * Adjourned at 6:47 PM.
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Respectfully submitted by,

Samantha Paone, PharmD, BCPS

Secretary –Royal Counties Society of Health-system Pharmacists– NYSCHP

Nicholas Niceforo, PharmD, BCACP, CDCES

President – Royal Counties Society of Health-system Pharmacists– NYSCHP