**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. |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the March BOD meeting. |  |
| 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. |
| 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. |
| 5. Committee Updates   1. 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. |
| 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. |
| 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. |
| 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. |  |
| 10. Adjournment and Next Meeting | * Adjourned at 6:47 PM. |  |

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