**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:** Alchemy (56 5th Avenue, Brooklyn NY 11217)

**Date**: July 6, 2021

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **N. Niceforo** opened meeting at 6:22 PM and thanked everyone for attendance |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from June BOD meeting |  |
| 3. Welcoming of new BOD members | * Members introduced themselves including name and new board position |  |
| 4. Installation Banquet Updates | * Installation will be an in-person event   + Date: 9/14/2021 @ 5:30 PM   + Location: Russo’s On The Bay * **R. Lumish** was able to secure 6 vendors for the event thus far   + Each vendor will contribute $1,000 * **N. Niceforo** recommends that vendors who cannot participate for September event be used for October and/or November events * Astra Zeneca to give branded programming event on anemia and CKD at the beginning of installation | * **R. Lumish** to continue to find exhibitors * **N. Niceforo and R. Lumish** to provide updates at next BOD meeting |
| 6. Committee Updates   1. Membership 2. New Practitioner 3. Grassroots | A) Membership   * Chaired by **M. Freel** and **N. Greco** * 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 189 active members  1. New Practitioner  * Previously chaired by **R. Khaimova**, now chaired by **N. Dandan** and **Y. Kim** * Next quarterly newsletter to be published August 2021   + August newsletter to be completed by **R. Khaimova**  1. Grassroots  * **T. Gerber** and **S. Paone** (co-chairs) * Twenty-five meetings completed since founding grassroots in January 2020   + Ten legislative visits in 2021 * Chapter plans to hold Q/A session with chapter/potential members who expressed interest and start scheduling visits with legislators * Immunization Bill (A6476)/(S4807): Passed in the Senate/Assembly and was signed by governor | * Committee chairs to provide updates at next meeting * **N. Niceforo and R. Kavanagh** to follow up at Fall BOD meeting regarding implementing a formal process for committee chairs |
| 7. Upcoming Events |  |  |
| July 13, 2021 | **CE Topic:** Saving and Investment Strategies   * Location: Zoom * Time: 6-7 PM * Presenter: Wealth Advisory Group (Joe Sciabica and Bina Patel) | * **S. Paone** to send reminder email via Constant Contact |
| July 21, 2021 | **Programming Event:** Branded topic by Takeda   * Amazon gift card(s) will be raffled as incentive to gain registrants as this is not a CE event ($25 gift card for every 15 participants) * Location: Zoom * Time: 6-7 PM * Presenter: Marigel Constantiner MS, RPh | * **S. Paone** to create Constant Contact |
| September 14, 2021 | **Installation Banquet**   * Location: Russo’s on The Bay | * **N. Niceforo/ R. Quinn** to provide updates at next BOD meeting |
| October 12, 2021 | **CE Topic:** Pharmacists Role in Transgender and Gender Non-Conforming Care   * Location: Fushimi in Bay Ridge * Presenter: Tony Gerber | * **N. Niceforo/ R. Quinn** to provide updates at next BOD meeting |
| November 16, 2021 | **CE Topic:** PK/PD of Beta-lactams   * Location: Vesuvios * Presenter: Justin Andrade * This will be our holiday CE * Will have fundraiser with City Harvest   + BOD members will raffle gift baskets created by themselves | * **N. Niceforo/ R. Quinn** to provide updates at next BOD meeting |
| 8. Treasurer’s Report | * See Appendix B * Checking balance is $21,629.28 * Money market account balance is $37,857.15 | * **R. Lumish** to provide updates at next BOD meeting |
| 9. New Business: | * There is currently a NYSCHP liaison at St. John’s (Dr. Lee). BOD discussed involving another St. John’s faculty member, Dr. Brocavich   + Currently students can pick what chapter to belong to (Ex: Royals, NYC, LISHP, etc)   + Discussion to start Royals chapter at St. Johns and LIU * **T. Mondiello** suggested have a student write an article on the 16th Annual NYC Regional Residency Conference for the Royals Newsletter * **T. Mondiello** discussed process of adding new practitioner, student liaison, and grassroots committee to bylaws   + Tabled to next BOD meeting * DALs will split committee responsibilities   + **T. Mondiello** will oversee membership and new practitioner committee   + **T. Gerber** will oversee grassroots, communication, and student Liaison | * **T. Mondiello** to follow up with Dr. Lee and Dr. Brocavich about creating NYSCHP chapter at St. Johns * **R. Kavanagh** to follow up with **S. Flynn** regarding updates on committees at state level and report back to BOD * **T. Gerber** to reach out to **O. Popova** regarding Royals Newsletter article |
| 10. Adjournment and Next Meeting | * Adjourned at 7:01 PM |  |

Respectfully submitted by,

Samantha Paone, PharmD, BCPS

Secretary – Royal Counties Chapter – NYSCHP

Nicholas Niceforo, PharmD, BCACP, CDCES

President – Royal Counties Chapter – NYSCHP