**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
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from June BOD meeting
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| 3. Welcoming of new BOD members | * Members introduced themselves including name and new board position
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| 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
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| 6. Committee Updates1. 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
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| 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
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| 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
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| September 14, 2021 | **Installation Banquet*** Location: Russo’s on The Bay
 | * **N. Niceforo/ R. Quinn** to provide updates at next BOD meeting
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| 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
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| 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
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| 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
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| 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
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| 10. Adjournment and Next Meeting | * Adjourned at 7:01 PM
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Respectfully submitted by,

Samantha Paone, PharmD, BCPS

Secretary – Royal Counties Chapter – NYSCHP

Nicholas Niceforo, PharmD, BCACP, CDCES

President – Royal Counties Chapter – NYSCHP