**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**: June 6, 2021

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **R. Kavanagh** opened meeting and thanked everyone for attendance
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from May BOD meeting
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| 3. NYC Regional Residency Conference Updates | * Conference will be hosted virtually
* Goal is to finalize agenda by Friday, June 11th
* Training session to be completed after BOD meeting on June 8th
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| 4. Installation Banquet Updates | * Installation will be an in-person event
	+ Date: 9/14/2021 @ 5:30 PM
* Astra Zeneca to give branded programming event on anemia and CKD at the beginning of installation
 | * **N. Niceforo and R. Lumish** to find exhibitors
* **N. Niceforo and R. Lumish** to provide updates at next BOD meeting
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| 5. Nominations/Elections | * Election results are finalized
	+ President-elect: Rachel Quinn
	+ Secretary: Samantha Paone
	+ Director at large: Anthony Gerber
* New officers will transition on Friday, June 18th
	+ Each position will plan personalized hand-off meeting
* Plan to have July BOD meeting in person so BOD members can meet each other
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| 6. Committee Updates1. Membership Updates
2. New Practitioner Newsletter
3. Grassroots Update
 | A) Membership* 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 191 active members
1. New Practitioner
* Chaired by **R. Khaimova**
* Next newsletter to be published August 2021
	+ Google form for next newsletter sent out in June
* **R. Khaimova** is looking for a pharmacist to chair committee for upcoming year
	+ **M. Sorbera** discussed having a formal process to vote for committee chairs
1. Grassroots
* **T. Gerber** and **S. Paone** (co-chairs); reported by **R. Quinn**
* 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
* **R. Quinn** and **T. Gerber** to participate in lunch break roundtable discussion titled “Advocate, Teach, Repeat: Importance of Grassroots Advocacy During a Pandemic" during the Royals Regional Residency Conference on 6/18
* Immunization Bill (A6476)/(S4807): Passed in the Senate/Assembly and is awaiting signature from Governor Andrew Cuomo
 | * 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 |  |  |
| June 18, 2021 | NYC Regional Residency Conference * Location: Zoom
* Keynote speaker: Catherine Liu
 | * **N. Niceforo** to provide updates at next BOD meeting
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| July 13, 2021 | **CE Topic:** Saving and investment strategies * Location: Zoom
* Presenter: Wealth Advisory Group
 | * **N. Niceforo** to provide updates at next BOD meeting
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| July 21, 2021 | **Programming Event:** Branded topic by Takeda* Location: Zoom
* Presenter: TBD
 | * **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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| October 2021 | **CE Topic:** Pharmacists Role in Transgender and Gender Non-Conforming Care* Location: TBD
* Presenter: Tony Gerber
 | * **N. Niceforo** to provide updates at next BOD meeting
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| November 2021 | **CE Topic:** ID Topic* Location: TBD
* Presenter: Justin Andrade
 | * **N. Niceforo** to provide updates at next BOD meeting
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| 8. Treasurer’s Report | * See Appendix B
* Checking balance is $19,000.31
* Money market account balance is $37,855.65
 | * **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** discussed adding new practitioner, student liaison, and grassroots committee to bylaws
* **T. Mondiello** discussed if continuing competency, finance, industrial relations, organizational affairs, regulatory affairs, and supporting personnel committees should remain active
* **R. Quinn** discussed making finance committee active for upcoming year
	+ **N. Niceforo** and **R. Lumish** to potentially serve as chairs
* Secretary is currently in charge of membership and communications committee
	+ Determined that role will be passed to DALs after upcoming election
 | * **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
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| 10. Adjournment and Next Meeting | * Adjourned at 6:56 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