

Royal Counties of New York State Council of Health-System Pharmacists
Board of Directors Meeting Minutes

President: Kristin Fabbio

Minutes Taken By: Monica Douglas

Attendance: See Appendix A

Location: Virtual

Date: 06/11/2025

Category	Discussion	Action Item and Party Responsible
1. Welcome	<ul style="list-style-type: none">● K. Fabbio opened the meeting at 6:00 PM and thanked everyone for attending	
2. Approval of BOD meeting minutes	<ul style="list-style-type: none">● Unanimous vote made to approve minutes from the May 2025 BOD meeting	
3. Video Conferencing	<ul style="list-style-type: none">● K. Fabbio reported that the chapter purchased a Zoom subscription for use for virtual events including CEs	
4. Regional Residency Conference Recap	<ul style="list-style-type: none">● K. Fabbio provided updates for the residency conference:<ul style="list-style-type: none">○ Thank you to Touro College of Pharmacy for hosting○ Thank you to Board of Directors for their efforts in planning○ Thank you to all the attendees	
5. Installation	<ul style="list-style-type: none">● K. Fabbio reported that there will be about 100 registered attendees and 10 exhibitors; valet parking will be available	
6. BOD Handoff	<ul style="list-style-type: none">● K. Fabbio reported that incoming and current officers should schedule handoff meetings to transition responsibilities● There is a vacancy for Advocacy Committee Chair; New Practitioner, Communications, and Membership Committees chair positions have been filled● Committees are open for members to join● Student liaisons spots are open	

<p>7. State Council Updates</p>	<p>R. DiGregorio presented the following updates:</p> <ul style="list-style-type: none"> ● Annual Assembly was held April 3-6, 2025 ● Gala was held on April 25, 2025 ● Call for Committee Members was sent via email ● Lunch with a Leader was held on May 14, 2025; held every 1-2 months ● Last QUAD Chapter CE was on May 20, 2025 ● Council is looking to engage non-traditional pharmacists from different practice areas ● Special Interest meetings will be announced; Directors Meeting re-branded as Pharmacotherapy Leaders Meeting ● Graduating members are invited to attend a complimentary law exam course ● PAI2030 Committee Virtual Roundtable – June 3rd at 12 PM EST ● Next Chapter President's Call via Zoom – June 16th at 3 PM EST ● Next Pharmacotherapy Leader's Roundtable virtual call via Zoom – June 9th at 4 PM EST ● Next Director of Pharmacy Roundtable virtual call via Zoom – June 24th at 4 PM EST ● Oncology Symposium - June 7, 2025 ● Law Review - June 11-12, 2025 ● Save the Date: <ul style="list-style-type: none"> ○ Friday, September 26th – In Person Director of Pharmacy Roundtable at Touro COP ○ Friday, January 23rd – In Person Pharmacotherapy Leaders Roundtable at Touro COP ● Event conflicts are occurring - please update state calendar with events ● Requests for blackout dates in 2026: 3/5/26 - 4/19/26 due to Annual 	<p>H. Cohen/J. Manzo/R. DiGregorio to provide updates at the next meeting</p>
---------------------------------	---	---

	<p>Assembly, no CEs in first two weeks of April 2026</p> <ul style="list-style-type: none"> Practice Advancement Initiative Committee - if interested in committee, let committee leaders know J. Son announced that questions for student competition can be submitted by interested members 	
8. Committee Updates A) Membership B) New Practitioner C) Grassroots D) Communications E) Industrial Relationships Committee	<p>A) Membership: Chair: S. Paone/N. Hwee</p> <ul style="list-style-type: none"> Royals membership contact list updated for June 2025. Number of current members: June: 308 (May: 302). Number of active members: June: 179 (May: 171). Expiring membership reminder email is sent 2x (month prior to and month of expiration) before the member is deleted from Royals email list. April/May expired and June/July expiring membership email scheduled to members for 6/4/25. <p>B) New Practitioner: Co-Chair: N. Karam/C. Chow</p> <ul style="list-style-type: none"> Recently published Spring Newsletter with 6 articles; thank you to those who contributed articles <p>C) Grassroots: Co-Chair: V. Bulakhova/ A. Shor</p> <ul style="list-style-type: none"> Virtual Advocacy CE event was held on May 28, 2025 <p>D) Communications: Chairs: W. Wang</p> <ul style="list-style-type: none"> Working to create flyers for upcoming events and posting on social media <p>E) Industrial Relationships Committee: T. Gerber</p>	<ul style="list-style-type: none"> Committee chairs/DALs to provide updates at the next meeting

	<ul style="list-style-type: none"> o All exhibitors spots for Installation have been filled o Most events for 2025 have been filled; looking for sponsors for end of 2025 and 2026 o Please reach out if interested in exhibiting at future events 	
9. Upcoming Events	<p>L. Davenport presented the following upcoming CE events:</p> <ul style="list-style-type: none"> ● 6/18/25: Installation Banquet at Baku Palace ● 7/2/25: In-Person BOD Meeting at Zuma in Manhattan ● 7/9/25: CE Event at Fushimi Williamsburg 	<ul style="list-style-type: none"> ● L. Davenport to provide updates at the next BOD meeting
10. Treasurer's Report	<ul style="list-style-type: none"> ● See Appendix B <ul style="list-style-type: none"> o Checking account opening balance is \$77,365.17 o Closing balance is \$72,578.65 o Money market account closing balance is \$38,996.46 o Expenses: Installation, CE speakers, Annual Assembly delegate reimbursements, Residency Conference, Zoom 	<ul style="list-style-type: none"> ● J. Son to provide updates at the next BOD meeting
11. New business	<ul style="list-style-type: none"> ● No new business 	<ul style="list-style-type: none"> ● K. Fabbio and L. Davenport to provide updates at next meeting
12. Adjournment	<ul style="list-style-type: none"> ● Adjourned at 6:31 PM 	

Respectfully submitted by,

Monica Douglas, PharmD, BCACP, AAHIVP
Secretary – Royal Counties Society of Health-System Pharmacists

Kristin Fabbio, PharmD, BCACP
President – Royal Counties Society of Health-System Pharmacists

Appendix A: Members in Attendance

Ali Al Ali
Celina Chow
Joanne Son
John Cerenzio
Lilia Davenport
Monica Douglas
Kristin Fabbio
Tony Gerber
Nicholas Hwee
Maria Longo
John Manzo
Rachel Quinn
Jacyln Scott-Rota
Joanne Son
Salvatore Ventrice

Appendix B: Treasurer's Report

Royal Counties Financial Statement as of June 10th, 2025		
Checking Account Opening Balance as of (5/20/25)		\$77,365.17
Accounts Payable		
May 20th, 2025	Marq	\$15.00
May 21st, 2025	MARCO Promotional	\$54.43
May 22nd, 2025	Check #1014: Maria Longo: Annual Assembly 2025 Delegate	\$536.42
May 27th, 2025	Check #1019: Voto Booth: Installations Photo Booth	\$1,083.31
May 27th, 2025	Check #1008: Joanna DeAngelis: Annual Assembly 2025 Delegate	\$446.20
June 2nd, 2025	Zoom Annual Fee	\$234.47
June 5th, 2025	Check #1021: Lilia Davenport: Installations Awards Plaques	\$676.21
June 5th, 2025	Check #1020: Lilia Davenport: Residency Conference Padfolios	\$540.74
June 6th, 2025	Check #1018: Amber Johnson: Residency Conference CE Speaker	\$500.00
June 9th, 2025	Miscellaneous: Residency Conference Name Tags (Staples)	\$195.95
June 9th, 2025	Check #1007: Monica Douglas: Annual Assembly 2025 Delegate	\$850.00
June 9th, 2025	Check #1023: Monica Douglas: Residency Conference Server Tip	\$300.00
	TOTAL:	\$5,432.73
Accounts Receivable		
May 20th to May 31st, 2025	Stripe	\$290.94
June 4th to June 10th, 2025	Stripe	\$355.27
	TOTAL:	\$646.21
CLOSING BALANCE (as of 6/10/25):		\$72,578.65

Royal Counties Financial Statement as of June 10th, 2025		
Money Market Account Opening Balance (as of 5/20/25):		\$38,889.59
Accounts Payable		

May 30th	Tax Withholding	\$ 33.75
	TOTAL	\$ 33.75
Accounts Receivable		
May 30th, 2025	Interest	\$140.62
	TOTAL:	\$140.62
	CLOSING BALANCE (as of 6/10/25)	\$38,996.46