

**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 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>
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	<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 	
<p>8. Committee Updates</p> <p>A) Membership</p> <p>B) New Practitioner</p> <p>C) Grassroots</p> <p>D) Communications</p> <p>E) Industrial Relationships Committee</p>	<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
Jaclyn 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