**Royal Counties of New York State Council of Health-System Pharmacists**

**Board of Directors Meeting Minutes**

**President**: Anthony Gerber

**Minutes Taken By**: Nardine Karam

**Attendance**: See Appendix A

**Location:** Scottadito Osteria Toscana

**Date**: 05/08/2024

| **Category** | **Discussion** | **Action Item and Party Responsible** |
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| 1. Welcome | * **T. Gerber** opened the meeting at 7:00 PM and thanked everyone for attending
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the March 2024 BOD meeting
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| 3. Constant Contact Changes | * Constant Contacts recently had an upgrade
	+ Removed overall max limit for events
	+ Only allows subcategory of registrants to have limit
	+ Someone needs to manually check to make sure we do not reach overcapacity
	+ Have reported concerns to constant contact customer service
		- Update that this will be resolved
* WePay no longer in service with constant contact
	+ Switched to Stripe to process Credit Card payments
 | * **T. Gerber** and **K. Fabbio** to provide updates at next meeting
 |
| 4. 2024 Regional Residency Conference  | **T. Gerber** presented the following:* Date: 6/6/2024
* Location: Touro College of Pharmacy (3 Times Square)
* Keynote speaker: Dr. Sara Grossman, Joseph Nathan and Tina Zerilli discussing a topic centered around AI and Pharmacy
* Breakfast to be sponsored by Gilead, Sanofi and possibly Merck
* Pharmacy Times agreed to sponsor and present during lunch break. Topic: “Advances in the Management of Immunoglobulin A Nephropathy, A Look at Treatment Developments to Reduce Disease Burden” to be presented by Dr. Dareen Grabe of Albany College of Pharmacy
* Currently there are 150 people registered for the event with ~60 residents/fellow presenting
* DALs are actively working on putting the agenda together and that will be emailed out a week prior to the conference
* Evaluator and Moderator instructions will be sent 2 weeks prior to the conference
* **J .Matoi** asked if there will be a printed agenda and regarding adherence to start on time for the platform presentations. **A. Gerber** replied that there will be a printed Agenda and the BOD will work on getting presenters to begin on time
 |  |
| 5. Installation  | * Date: June 26, 2024
* Location: Baku Palace
* Based on vote taken earlier in the year: A CE will not be provided during the event
	+ Event will consist of installation of officers, residency recognition, award recognition, music and dancing, and photo booth
	+ Printed out schedule to be provided for attendees
* Awards to be given at installation to include:
	+ New Practitioner Award
	+ Pharmacy Resident Award
	+ Pharmacy Technician Award
	+ Pharmacy Advocacy Award
* Deadline to nominate for an award is 5/17/2024
* To encourage participation, prizes will give to those who attend exhibitor booths
* **J. Manzo** asked if the invite for installation was sent out; **N. Karam** replied that the invite was sent out as part of the Upcoming May and June Events emails
 | * **T. Gerber and K. Fabbio**  to provide updates at next meeting
 |
| 6. QUAD 2025 | * QUAD 2025 will be held at Russos on the Bay on March 6th
	+ QUAD moved to the spring time to avoid conflicts with other state and local chapter events
* All members of NYSCHP are encouraged to attend
* Medication Safety or Compounding CE will be provided during the event
	+ **K. Fabbio** actively looking for CE speakers
 |  |
| 7. BOD Handoff  | * Election results were as follows:
	+ President-elect: Lilia Davenport
	+ Secretary: Monica Douglas
	+ Treasurer: Joanne Son
	+ Director-at-large: John Cerenzio
* **T. Gerber** encouraged outgoing officers to schedule a meeting with incoming officers
* **T. Gerber** encouraged all outgoing officers to update Google Drive folder
* Incoming President-elect to participate in Secretary handoff meeting
 |  |
| 8. State Council Updates | * **J. Manzo** urged members to send an email to Senator Schumer to ask them to protect PGY-1 pharmacy residency funding. Link to send an email to Senators has been emailed by ASHP and NYSCHP.
 | * **H. Cohen/J. Manzo** to provide updates at the next meeting
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| 8. Committee Updates1. Membership
2. New Practitioner
3. Grassroots
4. Communications
5. Industrial Relationships Committee
 | 1. Membership: Chair: **S. Paone**
* Membership contact list updated for May 2024.
* Number of current members: May: 243 (April: 248).
* Number of active members: May: 160 (April: 164).
* Expiring membership reminder email is sent 2x (month prior to and month of expiration) before the member is deleted from Royals email list.
* April expired and May/June expiring membership email scheduled to members on 5/7.
1. New Practitioner: Co-chairs: **Rowan Elkeshawi and Lauren Eng**
	* Have received multiple Newsletter submissions - next issue will be Fall issue
2. Grassroots: Chair: **L. Davenport**
* Advocacy week was held March 25-29, 2024; completed 22 visits
* LIU, TCOP, and St. John's University students and faculty were invited
* Charrai Byrd, Amisha Arya, Lilia Davenport, and Tamara Hernandez presented a Pharmacy Advocacy CE topic during the Annual Assembly - April 21st, 2024
1. Communications: Co-chairs: **L. Hessam and K. Infante**
	* Creating flyers and posting events to social media accounts
2. Industrial Relationships Committee: **R. Quinn and N. Niceforo**:
	* Working on getting sponsorship for installation
3. Recruiting for new Chairs of the committees for next year
 | * Committee chairs/DALs to provide updates at the next meeting
 |
| 9. Upcoming Events | **Upcoming events:*** + 5/22/24: Insomnia CE, Verde on Smith Restaurant
	+ 6/6/24: NYC Regional Pharmacy Residency Conference, Touro College of Pharmacy
	+ 6/26/24: Installation, Baku Palace
	+ 7/31/24: Fushimi in Time Square; Topic TBD
 | * **K.Fabbio** to provide updates at the next BOD meeting
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| 10. Treasurer’s Report | * See Appendix B
	+ Checking account balance is $52,565.01
	+ Money market account balance is $38,540.68
 | * **B. Sulaiman** to provide updates at the next BOD meeting
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| 11. New business:  | * None
 | * **T. Gerber and K. Fabbio**  to provide updates at next meeting
 |
| 12. Adjournment | * Adjourned at 7:37 PM
 |  |

Respectfully submitted by,

Nardine Karam, PharmD

Secretary – Royal Counties Society of Health-System Pharmacists

Anthony Gerber, PharmD, BCACP, AAHIVP

President – Royal Counties Society of Health-System Pharmacists