**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:** Zoom

**Date**: November 3, 2021

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **N. Niceforo** opened meeting at 6:00 PM and thanked everyone for attending.
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the October BOD meeting.
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| 3. Updates from QUAD president’s meeting | * Investments:
	+ **N. Niceforo** met with the three other presidents of the QUAD (Long Island, New York City and Westchester chapters).
	+ Royals has lower banking balances compared to other chapters. Therefore, investments may be something we can look into as other chapters currently do this.
		- Need to determine how investments work with nonprofit organizations.
* Exhibitor costs
	+ Other chapters charge exhibitors a minimum of $2,000, but they have larger audiences.
	+ Discussed increasing rate to a minimum of $1,500, then $2,000 and $2,500 as other tiers.
	+ New pricing will start January 2022 as there were no objections from the board members.
* Shared events and excel sheets
	+ An excel sheet was created to track NYSCHP events occurring at each chapter to assure events do not overlap.
	+ This will allow more members to be involved by expanding invitations to different chapters for events and allow potential collaborations going forward.
 | * **R. Lumish** will contact treasurer from Westchester chapter to determine how to potentially investment money
* **R. Quinn** will add Royal chapter events to the NYSCHP event excel
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| 4. Bylaw updates (process of adding new practitioner, student liaison, and grassroots committee) | * **T. Gerber** has been working on making policies for membership, communications, new practitioner, student liaison, and grassroots committees to incorporate into Bylaws.
* **S. Paone** emailed changes to BOD members for approval.
 | * **S. Paone** will send updated Bylaws to all Royals members for final approval.
* **N. Niceforo** to send Bylaws to State once approved by both BOD and Royal members
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| 5. Committee Updates1. Membership
2. New Practitioner
3. Grassroots
 | 1. 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
* As of 11/1/21, Royals has gained 28 new members due to LIU membership applications being processed.
* Membership does not have committee members. Chairs will reach out to residents/students once the Bylaws are updated.
1. New Practitioner
* Chaired by **N. Dandan** and **Y. Kim**
* Next newsletter planned for December
1. Grassroots
* **T. Gerber** and **S. Paone** (co-chairs)
* Thirty meetings completed since founding Grassroots in January 2020
	+ Fifteen legislative visits in 2021
* Committee met with Senator Jose Serrano’s Legislative Analyst Mandi Heller on 10/15/2021.
* Committee met with Assemblymember Nily Rozic’s Chief of Staff Isobel Pulgarin on 10/26/2021.
* Committee met with Senator Toby Ann Stavisky on 11/3/2021.
* Meeting with Senator Andrew Gounardes scheduled for 11/18/2021 at 12:00 PM.
* 2022 Advocacy Week will take place from 2/14-2/18.
* Governor Hochul signed the immunization bill A6476/S4807 today. This law authorizes pharmacists to administer all CDC-recommended vaccines.
* **R. Quinn** and **S. Paone** will be presenting an Advocacy Week Presentation on 2/8/22 from 12:00-1:00 PM.
 | * **R. Khaimova** will help recruit LIU students for membership committee
* **R. Khaimova** will help reach out to LIU to find students who are interested in Advocacy Week
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| 6. CE Event Changes | * CE’s will be both live and virtual to involve all Royals members going forward.
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| 7. Upcoming Events |  |  |
| November 16, 2021 | **CE Topic:** Pharmacokinetics/PharmacodynamicsApproach to Antibiotic Therapy in the Critically Ill* Location: Vesuvios
* Presenter: Justin Andrade
* Time: 6:00-8:00 PM
* Sponsor: Novo Nordisk
* This will be our holiday CE
* Will have fundraiser with City Harvest
	+ BOD members will raffle gift baskets created by themselves

**Baskets:** Members to spend $25 each* Rachel Q and Sam: Movie theme
* Tony and Meagan: Fall theme
* Nick and Rachel L:  Wine theme
* Rebecca Kavanagh: Rustic theme
 | * **S. Paone** will send constant contact reminder to members
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| Upcoming 2022 Events | * January 27, 2022
* Presenter: Jenny Lee, PharmD
* Topic: ICU Topic
* Location: Da Nonna Rosa
* Time: 6-8PM
* February 17, 2022
* Presenter: Keith Veltri, PharmD
* Topic: Vaccines
* Location: Mama Rao’s
* Time: 6-8:30PM
* March 10, 2022
* This will be a 2-hour CE event
* Presenters CE #1: Joseph Sciabica and Bina Patel
	+ Topic: Financial
* Presenter CE #2: Josh Rickard, PharmD
	+ Topic: TBD
* Location: TBD
* Time: 6-8PM
* May 12, 2022
* Presenter: Joanna DeAngelis, PharmD
* Topic: ID
* Location: TBD
* June 14, 2021: Installation
	+ Location: Russo’s
* July 2022
* Presenters: Rachel Quinn, PharmD and Tony Gerber, PharmD
* Topic: Jeopardy
* Location: TBD
* September 2022
* Presenter: Christine Ciaramella, PharmD
* Topic: EM
* Location: TBD
* October 2022
* Presenter: Meagan Freel, PharmD
* Topic TBD
* Location: TBD
* November 2022
* Presenter: Jenny Xu, PharmD
* Topic Hypertriglyceridemia
* Location: TBD
* **S. Paone** and **R. Quinn** will give CE on Advocacy week for NYSCHP on 2/8/22 from 12:00-1:00 PM.
 | * **R. Quinn** will work on having May event approved in January due to blackout period
* **R. Quinn** to provide updates at next BOD meeting
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| 8. Treasurer’s Report | * See Appendix B
* Checking balance is $20,496.71
* Money market account balance is $37,863.63
 | * **R. Lumish** to provide updates at next BOD meeting
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| 9. New Business | * **N. Niceforo** thanked the Grassroots team for all their advocacy efforts.
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| 10. Adjournment and Next Meeting | * Adjourned at 6:23 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