**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. |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the October BOD meeting. |  |
| 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 |
| 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 |
| 5. Committee Updates   1. 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 |
| 6. CE Event Changes | * CE’s will be both live and virtual to involve all Royals members going forward. |  |
| 7. Upcoming Events |  |  |
| November 16, 2021 | **CE Topic:** Pharmacokinetics/Pharmacodynamics  Approach 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 |
| 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 |
| 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 |
| 9. New Business | * **N. Niceforo** thanked the Grassroots team for all their advocacy efforts. |  |
| 10. Adjournment and Next Meeting | * Adjourned at 6:23 PM. |  |

Respectfully submitted by,

Samantha Paone, PharmD, BCPS

Secretary – Royal Counties Chapter – NYSCHP

Nicholas Niceforo, PharmD, BCACP, CDCES

President – Royal Counties Chapter – NYSCHP