**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**: 10/8/2024

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **K. Fabbio** opened the meeting at 6:00 PM and thanked everyone for attending |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the September 2024 BOD meeting |  |
| 3. Dues from State | * Dues were approximately $1300 and chapter agreed to accept dues from the state |  |
| 4. Exhibitor rates | * At last meeting, **K. Fabbio** noted that rates among QUAD chapters is inconsistent and would like to standardize * Discussed that some exhibitors may not be able to sponsor if at a higher rate (ex. $2000) * Proposed to increase exhibitor rates with different rates for residency conference/installation vs. QUAD * Change in rates for residency conference and installation -   + 1 table/1 representative: increase from $1500 to $1750   + 1 table/2 representatives: increase from $2000 to $2250   + 2 tables/2 representatives: increase from $2500 to $2750 * Change in rates for QUAD -   + 1 table/1 representative: increase from $1500 to $1995   + 1 table/2 representatives: increase from $2000 to $2500   + 2 tables/2 representatives: increase from $2500 to $3000 * Unanimous vote to approve 2024 rates until December 31, 2024 and increase rates beginning January 1, 2025 | **K. Fabbio** to provide updates at next meeting |
| 5. Networking and Social Event | * Social event will be held tomorrow, October 8th from 6-9 pm at 390 Social * New members who join with Royals as primary chapter will receive 50% off their membership; BOD members will assist with registrations |  |
| 5. QUAD Collaborative 2.0 | * Next event to be held by WCSHP in November, followed by RCSHP on January 15, 2024 - CE topic will be on menopause, LISHP to host in April | K. Fabbio to provide updates at next meeting |
| Royal Counties Regional Residency Workshop | * Will be held from 11/4-11/7/24 * Looking for interviewer volunteers for mock interviews on Thursday 11/7 |  |
| 6. State Council Updates | **J. Manzo** presented the following updates:   * Director of Pharmacy roundtable meeting was held September 20th at Touro College of Pharmacy and was well-attended * New committee chair, Veronica Zafronte, was appointed * Ongoing conversations about whether to hold the gala; decision upcoming * CV - Fall review for New Practitioners (deadline was 10/4, review to be completed 11/1) and Students (deadline 10/25, to be completed 11/22) * Technician and Education Committees - Compounding CE on 10/15 * Policy for house delegates is undergoing review with virtual meeting scheduled * November board meeting - time will be dedicated for developing advocacy plans; send priorities to the board * Council is looking to engage members at institutions that have not traditionally engaged with the State Council; please forward any ideas to the board * Continuing to work through event conflicts - there is a Google calendar to minimize event conflicts * Form was shared to have chapter events featured on the website calendar * Request for blackout dates for CEs in 2025: March 6-April 13, 2025 due to Annual Assembly * Clinical Directors of Pharmacy roundtable planned for January 24, 2024 at Touro College of Pharmacy   **R. DiGregorio** encouraged members to vote in state council elections; deadline is October | H. Cohen/J. Manzo/R. DiGregorio to provide updates at the next meeting |
| 7. Committee Updates   1. Membership 2. New Practitioner      1. Grassroots 2. Communications 3. Industrial Relationships Committee | 1. Membership: Chair: **S. Paone**  * Membership contact list updated for October 2024 * Number of current members: October: 291 (September: 314) * Number of active members: October: 164 (September: 181) * Expiring membership reminder email is sent twice (month prior to and month of expiration) before the member is deleted from Royals email list * September expired and October/November expiring membership email sent to members on 10/3 * **R. DiGregorio** suggested to outreach those with expired memberships to encourage to rejoin  1. New Practitioner: Co-Chair: **N. Karam/C. Chow**    * Working on October New Practitioner Spotlight    * Sent interest form for newsletter to local colleges of pharmacy and received interest from 65 students, with 38 students expressing interest in becoming Royals members    * Email sent with request for concept for article, preceptor, and CV as well as supporting information    * Email sent with information on how to become members    * Some articles were received during the spring; comments sent to students    * Goal is to publish winter edition in January      1. Grassroots: Co-Chair: **V. Bulakhova/ A. Shor**  * Pharmacy Advocacy Night event being held tonight for students  1. Communications: Chairs: **W. Wang**    * Working to create flyers for upcoming events and posting on social media    * Additional committee members needed - looking for additional members to join; student members are welcome 2. Industrial Relationships Committee: **T. Gerber**    * No new updates    * Discussed potential additions to committee members | * Committee chairs/DALs to provide updates at the next meeting |
| 8. Upcoming Events | **L. Davenport** presented the following upcoming CE events:   * 10/8/24: Virtual Advocacy Night * 10/9/24: Fall Social at 390 Social * 10/30/24: CE event at Fushimi Williamsburg; presented by Maimonides PGY-2 EM resident * 11/4-11/7/24: Residency workshop * 11/20/24: Annual Student Clinical Pearls of Wisdom (live event) * 12/4/24: Student Clinical Pearls of Wisdom (virtual event) * 1/15/25: CE event | * **L. Davenport** to provide updates at the next BOD meeting |
| 10. Treasurer’s Report | * See Appendix B   + Checking account opening balance is $46,264.34   + Closing balance is $45,779.73   + Money market account closing balance is $38,704.23   + Expenses: Constant Contact, Accountant Fees for tax filing | * **J. Son** to provide updates at the next BOD meeting |
| 11. New business | * No new business | * **K. Fabbio and L. Davenport** to provide updates at next meeting |
| 12. Adjournment | * Adjourned at 6:42 PM |  |

Respectfully submitted by,

Monica Douglas, PharmD

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

Mohammed Alazazi

Somuya Amer

John Cerenzio

Celina Chow

Lilia Davenport

Robert DiGregorio

Monica Douglas

Kristin Fabbio

Labiba Ferdousi

Briann Fischetti

Tony Gerber

Nardine Karam

Maria Longo

John Manzo

Samantha Paone

Rachel Quinn

Eljana Selami

Jaclyn Scott-Rota

Tasfia Shikder

Joanne Son

Salvatore Ventrice

**Appendix B:** Treasurer’s Report

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| **Royal Counties Financial Statement as of October 7, 2024** | |  |
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| **Checking Account Opening Balance as of (9/8/24)** | | **$46,264.34** |
| Accounts Payable | |  |
| September 20th, 2024 | Constant Contact | $43.99 |
| September 27th, 2024 | Accountant Fees | $550.00 |
|  |  |  |
|  | TOTAL: | $593.99 |
|  |  |  |
| Accounts Receivable | |  |
| September 9th to September 20th, 2024 | Stripe | $ 109.38 |
|  |  |  |
|  | TOTAL: | $ 109.38 |
|  |  |  |
|  | **CLOSING BALANCE (as of 10/7/2024):** | **$45,779.73** |

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| **Royal Counties Financial Statement as of October 7th, 2024** | | |
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| **Money Market Account Opening Balance (as of 9/8/2024):** | | **$ 38,669.35** |
|  |  |  |
| Accounts Payable | |  |
|  |  |  |
|  | TOTAL | $ - |
|  |  |  |
| Accounts Receivable | |  |
| September 11th, 2024 | Interest | $34.88 |
|  |  |  |
|  | TOTAL: | $34.88 |