

**Royal Counties of New York State Council of Health-System Pharmacists
Board of Directors Meeting Minutes**

President: Lilia Davenport

Minutes Taken By: Monica Douglas

Attendance: See Appendix A

Location: Virtual

Date: 10/01/2025

Category	Discussion	Action Item and Party Responsible
1. Welcome	<ul style="list-style-type: none"> ● L. Davenport 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 September 2025 BOD meeting 	
3. Dues from State	<ul style="list-style-type: none"> ● L. Davenport reported that the chapter accepted the dues from the state, awaiting arrival of dues 	
4. Bi-annual Financial Audit	<ul style="list-style-type: none"> ● L. Davenport reports that audit will be performed by someone who is not on the Board of Directors ● L. Davenport and J. Son are reviewing necessary documents for the audit 	
5. Quad Collaborative 3.0	<ul style="list-style-type: none"> ● QUAD CE hosted by Royals will be January 14, 2026 at Fogo De Chao in Downtown Brooklyn; topic will be AI informatic tools in oncology <ul style="list-style-type: none"> ○ Will include both QUAD CE and vendor exhibit with maximum of 15 exhibitor tables ● Westchester chapter CE will host on November 20, 2025. NYC chapter will host QUAD CE on March 5, 2026; followed by Long Island chapter in May 	
6. Membership drive events Recap: Touro, LIU and Fall social	<ul style="list-style-type: none"> ● Good turnout at student membership drives at Touro and LIU; all chapter-sponsored student memberships were filled ● Fall Social at Oceans 8 - issue with registration form for residents, error prevented residents from residents. 	L. Davenport to follow up with Rebecca/State Council regarding membership registration error

	Approximately 15 members were in attendance.	
7. State Council Updates	<p>J. Manzo presented the following updates:</p> <ul style="list-style-type: none"> ● National Pharmacy Week is October 20 to 26 - opportunity to recognize, pharmacists and technicians. ● Strategic planning session on October 9 to finalize the new strategic plan; expect to include the review of the current Council programs and offerings, as well as some feedback on past and current strategic activities ● Membership Committee is planning a winter celebration gala - targeted for December 19 ● Call for speakers for 5th Annual Oncology Symposium on June 6th of 2026; please submit your nominations ● New Practitioner Committee - biannual curriculum vitae review for pharmacy students; submission date is October 10, 2025 ● Research and Education Foundation is accepting proposals to provide funding for pharmacist-led research evaluating novel approaches to optimizing medication management; deadline for submissions is October 31st, 2025 ● Advocacy updates: <ul style="list-style-type: none"> ○ 10 members of the New York State Council traveled to Washington, D.C. during ASHP Policy Week to advocate on 3 pieces of legislation: Pharmacy Services ACT, 340B Patients Act, Rebuild America's Healthcare Schools Act of 2025 ○ State Council continues to advocate for the Prescription Drug 	H. Cohen/J. Manzo/R. DiGregorio to provide updates at the next meeting

	<p>Anti-Discrimination Act to protect 340B program</p> <ul style="list-style-type: none"> ○ CDTM advocacy updates provided ● Leadership Summit - October 10 in Albany ● State Council Monthly Webinar hosted by the Pharmacy Technician Committee - Knowledge is Power, Patient Safety and Health System Pharmacy Settings ● Rochester CE - Full Circle Fulbright, a lasting and Transformative Impact of a Fulbright Experience ● Inpatient Pharmacotherapy Leaders Roundtable at Touro - Friday, January 23rd ● Annual Assembly - April 2026 	
<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 will continue to be updated to ensure accurate membership information. ○ Number of current members: October: 363 (September: 317) ○ Number of active members: October 183 (September: 183) ○ Expiring membership reminder email is sent 2x (month prior to and month of expiration) before the member is deleted from Royals email list. ○ Reviewed registration list for CE event to verify membership; emailed non-members to encourage new membership <p>B) New Practitioner: Co-Chair: A. Agranovich</p> <ul style="list-style-type: none"> ○ Approximately 8 nominations for the New Practitioner Spotlight ○ Seeking submissions for student newsletter; contacted the colleges of pharmacy to solicit interest. Currently 	<ul style="list-style-type: none"> ● Committee chairs/DALs to provide updates at the next meeting

	<p>have 4 submissions, aiming for 8 submissions.</p> <p>C) Grassroots: Co-Chair: F. Olaleye/C. Chow</p> <ul style="list-style-type: none"> o Student Advocacy Event - October 22 at 6-7 pm on Zoom o R. DiGregorio offered to speak to the students about CDTM <p>D) Communications: Chairs: A. Ali/J. Scott-Rota</p> <ul style="list-style-type: none"> o Advertising upcoming events on social media o Working on flyers for upcoming events - CEs, QUAD CE, Installation registration for exhibitors, etc. 	
9. Upcoming Events	<p>J. Cerenzio presented the following upcoming CE events:</p> <ul style="list-style-type: none"> ● October 8, 2025 - CE at Mito ● October 19, 2025 - Breast Cancer Walk ● October 22, 2025 - Student Advocacy Event on Zoom ● November 3-5 and 10, 2025 - Student Residency Workshop on Zoom ● November 12, 2025 - Student Clinical Pearls at Scottadito 	<ul style="list-style-type: none"> ● J. Cerenzio 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 \$31,995.04 o Closing balance is \$28,863.07 o Money market account closing balance is \$39,452.73 o Expenses: Canva, installation deposit, Social event, supplies 	<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"> ● Breast Cancer Walk Collaboration - please join if available to attend ● Residency Workshop for Students - speakers are confirmed; email with registration details to be sent 	<ul style="list-style-type: none"> ● L. Davenport and J. Cerenzio to provide updates at next meeting

	<ul style="list-style-type: none"> • Student Clinical Pearls - all student speakers confirmed, CE documents submitted • Student Travel Award - to be determine based on financial status, if possible to allocate money for a student travel award 	
12. Adjournment	<ul style="list-style-type: none"> • Adjourned at 6:45 PM 	

Respectfully submitted by,

Monica Douglas, PharmD, BCACP, AAHIVP

Secretary – Royal Counties Society of Health-System Pharmacists

Lilia Davenport, PharmD, BCPS, BCOP

President – Royal Counties Society of Health-System Pharmacists

Appendix A: Members in Attendance

Aleksandra Agranovich

Caroline Alexandre

John Cerenzio

Celina Chow

Lilia Davenport

Robert DiGregorio

Monica Douglas

Kristin Fabbio

Tony Gerber

Nardine Karam

Maria Longo

John Manzo

Folake Olaleye

Samantha Paone

Siham Romahi

Jaclyn Scott-Rota

Joanne Son

Salvatore Ventrice

Appendix B: Treasurer's Report

Royal Counties Financial Statement as of September 28, 2025		
Checking Account Opening Balance as of (9/8/25)		\$31,995.04
Accounts Payable		
September 16th, 2025	Canva	\$120.00
September 17th, 2025	Installations: Deposit (Dyker Beach)	\$2,000.00
September 17th, 2025	Stripe (refund)	\$90.18
September 19th, 2025	Miscellaneous: USB-C/HDMI Cable (Target)	\$32.70
September 23rd, 2025	Social Event - Ocean's Billiard	\$1,265.50
	TOTAL:	\$3,508.38
Accounts Receivable		
September 10th to September 25th	Stripe	\$376.41
	TOTAL:	\$376.41
CLOSING BALANCE (as of 9/8/25):		\$28,863.07

Royal Counties Financial Statement as of September 29th, 2025		
Money Market Account Opening Balance (as of 9/8/25):		\$39,452.73
Accounts Payable		
	TOTAL	\$ -
Accounts Receivable		
	TOTAL:	\$0.00
CLOSING BALANCE (as of 9/29/25)		\$39,452.73