**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**: 09/10/2024

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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 July 2024 BOD meeting |  |
| 3. Dues from State | * State inquired if chapters wanted to keep or donate their membership dues * **K. Fabbio** noted that past practice with Royals has varied, but due to hosting QUAD this year maybe reasonable to keep * **T. Gerber** mentioned that dues collected from last year’s social were given back to the state council * **R. DiGregorio** requested clarification on the number * BOD voted to retain membership dues |  |
| 4. Exhibitor rates | * **K. Fabbio** noted that rates among QUAD chapters is inconsistent and would like to standardize * Suggested rates at QUAD to be higher due to broader Audience * Discussed that some exhibitors may not be able to sponsor if at a higher rate (ex. $2000) * **R. DiGregorio** and **T. Gerber** recommended to discuss potential cost increases further | **K. Fabbio** to provide updates at next meeting |
| 5. QUAD Collaborative 2.0 | * NYC hosted the first of QUAD Chapter events on Aug 29th it was a great success with almost 200 people in attendance * Next event to be held by WCSHP in November, followed by Royals (likely January) and LISHP in April | K. Fabbio to provide updates at next meeting |
| 6. State Council Updates | **H. Cohen** presented the following updates:   * BOD finalized fiscal budget * BOD will meet to create an advocacy plan; please send any requests * Encouraged to utilize calendar to minimize conflicts between chapters * Request to block dates in 2025 for CE meetings: March 6-April 13, 2025 * Director of Pharmacy roundtable meeting will be held September 20th at Touro College of Pharmacy, 3 Times Square * Clinical Directors of Pharmacy tentatively planned for January 2024 at Touro College of Pharmacy | 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 September 2024 * Number of current members: September: 314 (August: 316) * Number of active members: September: 181 (August: 183) * Expiring membership reminder email is sent twice (month prior to and month of expiration) before the member is deleted from Royals email list * August expired and September/October expiring membership email sent on 9/5  1. New Practitioner: Co-Chair: **N. Karam/C. Chow**    * Nominations open for monthly new practitioner spotlight and encouraged to submit nominations    * Email will be sent faculty liaisons at the pharmacy schools for newsletter submissions from students    * Aiming to have a winter newsletter edition      1. Grassroots: Co-Chair: **V. Bulakhova/ A. Shor**  * First event will be October 8th during Pharmacist Month and inviting local pharmacy schools to increase student engagement * Another event will be held in the spring  1. Communications: Chairs: **W. Wang**    * Additional committee members needed - looking for additional members to join    * No updates 2. Industrial Relationships Committee: **T. Gerber**    * Will start reaching out to industry sponsors to engage interest in future events once dates are finalized    * K. Fabbio will send an email tomorrow with the tentative dates | * Committee chairs/DALs to provide updates at the next meeting |
| 8. Upcoming Events | **L. Davenport** presented the following upcoming CE events:   * 9/25/24: CE event at Fogo De Chao Brooklyn; Topic: Treatment of Drug Resistant Infections * 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 residents * November 2024 (likely first week): Residency workshop * 11/20/24: Annual Student Clinical Pearls of Wisdom (live event) * 12/4/24: Student Clinical Pearls of Wisdom (virtual event) | * **L. Davenport** to provide updates at the next BOD meeting |
| 10. Treasurer’s Report | * See Appendix B   + Checking account balance is $39,692.18   + Closing balance **$**46,264.34   + Money market account balance is $ 38,607.07   + Expenses: insurance, Constant Contact, CE speakers, Social Event Deposit | * **J. Son** to provide updates at the next BOD meeting |
| 11. New business: | **K. Fabbio** presented the following announcements:   * Fall Social/Membership drive - Interactive Game night. Plan is to half all new members who sign up and list Royals as their primary chapter will receive 50% off their membership * Touro College of Pharmacy has agreed to host the 2025 Residency Conference. Working to finalize date. * 2025 Installation banquet will be held at Baku Palace on 6/18/25 * Next virtual BOD will be held on Tuesday 10/8/24 * November BOD to be held IN-PERSON on Wednesday 11/13/24. Location TBD. | * **K. Fabbio and L. Davenport** to provide updates at next meeting |
| 12. Adjournment | * Adjourned at 6:37 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

Vera Bulakhova

John Cerenzio

Celina Chow

Henry Cohen

Lilia Davenport

Robert DiGregorio

Kristin Fabbio

Briann Fischetti

Tony Gerber

Nardine Karam

John Manzo

Jaclyn Scott-Rota

Salvatore Ventrice

Wai Wang

**Appendix B:** Treasurer’s Report

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| **Royal Counties Financial Statement as of September 8, 2024** | |  |
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| **Checking Account Opening Balance as of (7/9/24)** | | **$39,692.18** |
| Accounts Payable | |  |
| July 11th, 2024 | Insurance | $502.43 |
| July 22nd, 2024 | Constant Contact | $43.99 |
| July 26th, 2024 | Miscellaneous supplies (Event raffle prizes) | $314.08 |
| August 1st, 2024 | Check #2082 - Joanne Son: CE Speaker | $150.00 |
| August 12th, 2024 | Check #2081 - Jaclyn Rota: Deposit for Social Event on 10/9 | $250.00 |
| August 13th, 2024 | Check#2080 - Monica Douglas: CE Speaker | $150.00 |
| August 20th, 2024 | Constant Contact | $43.99 |
|  |  |  |
|  | TOTAL: | $1,454.49 |
|  |  |  |
| Accounts Receivable | |  |
| July 10th to September 8th, 2024 | Stripe | $ 526.65 |
| July 25th, 2024 | Payment from Exhibitor: Abbvie | $2,000.00 |
| July 29th, 2024 | Payment from Exhibitor: Boehringer Ingelheim | $2,000.00 |
| August 19th, 2024 | Payment from Exhibitor: Pfizer | $2,000.00 |
| August 19th, 2024 | Payment from Exhibitor: Insulet Corporation (OmniPod) | $1,500.00 |
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|  | TOTAL: | $ 8,026.65 |
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|  | **CLOSING BALANCE (as of 7/9/2024):** | **$46,264.34** |
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| **Royal Counties Financial Statement as of September 8th, 2024** | | |  |
|  |  |  |  |
| **Money Market Account Opening Balance (as of 7/9/2024):** |  | **$ 38,607.07** |  |
|  |  |  |  |
| Accounts Payable | |  |  |
|  |  |  |  |
|  | TOTAL | $ - |  |
|  |  |  |  |
| Accounts Receivable | |  |  |
| July 10th, 2024 | Interest | $30.60 |  |
| August 9th, 2024 | Interest | $31.68 |  |
|  |  |  |  |
|  | TOTAL: | $ 62.28 |  |
|  |  |  |  |
|  | **CLOSING BALANCE (as of 9/8/2024)** | **$ 38,669.35** |  |