**Royal Counties of New York State Council of Health-system Pharmacists**

**Board of Directors Meeting Minutes**

**President**: Rebecca Kavanagh

**Minutes Taken By**: Rachel Quinn

**Attendance**: See Appendix A

**Location:** Via Zoom

**Date**: September 15, 2020

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **R. Kavanagh** opened meeting and thanked everyone for attendance
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| 2. Approval of August BOD meeting minutes | * Unanimous vote made to approve minutes from August BOD meeting
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| 3. Virtual Installation Banquet | * Scheduled for 9/17 at 5:15 PM via Zoom prior to September CE
	+ Members to be installed by **R. DiGregorio**
 | * **R. Quinn** to send reminder for event on 9/16 via Constant Contact
 |
| 4. NYSCHP Membership Reimbursement | * In previous years, each chapter of NYSCHP would be reimbursed 5% of their own membership fees. However, as membership rates are down, NYSCHP has proposed that each chapter donates the 5% back or re-negotiates the reimbursement percentage.
* Based on discussion from current treasurer (**R. Lumish)** and previous treasurer (**N. Niceforo**), Royals can donate money to NYSCHP without significant repercussions as the upcoming CE’s are sponsored by pharmaceutical companies.
	+ In August 2020, Royals received $1,342.50 from membership fees
* Unanimous vote made to donate membership fees back to NYSCHP
 | * **R. Kavanagh** to speak to NYSCHP board about decision
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| 5. Director at Large Updates | * Need to increase participation at committee level
	+ Discussed targeting student organizations at Touro, LIU, and SJU
	+ Discussed DAL’s having Zoom meeting with members to answer questions related to committee positions
* Current committees with members include:
	+ Communications: John Cerenzio (chair)
	+ Membership: Natalie Greco, Meagan Freel (co-chairs)
* Will focus on new practitioner committee
	+ **R. Khaimova** to be chair
 | * **T. Mondiello** to draft detailed email with information about different committees and ways to become involved
	+ **R. Quinn** to send email to members/RPDs
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| 6. Grassroots Updates | * Tony Gerber and Samantha Paone (co-chairs)
* Ten meetings completed since January 2020
* Met with Senator Zellnor Myrie on 9/1
* Met with Senator Gustavo Rivera on 9/3 who sponsored vaccination bill (S5277)
* Meeting scheduled with Senator Joseph Addabbo on 9/17/2020. Email was sent to Royal members to encourage participation
 | * **S. Paone/ T. Gerber** to provide updates at next BOD
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| 7. Upcoming Events | * **N. Niceforo** approached by D. Patel about having LIJ residents present CE’s
* Discussed having residents present for free vs paying residents
	+ Decided to pay residents $150 per CE session
	+ Will charge non-member fee to LIJ preceptors that are not members of Royals, but would like to participate
 | * **N. Niceforo** to update D. Patel
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| September 17, 2020 | **Pharmacy Times Presents Influenza Treatment*** Location: Zoom
* Presenter: Lucas Schulz
* Sponsor: Pharmacy Times
 |  |
| October 7, 2020 | **Pharmacy Times Presents Multiple Myeloma** * Location: Zoom
	+ - Presenter: TBD
		- Sponsor: Pharmacy Times
 | * **N. Niceforo** to provide updates at next BOD meeting
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| November 10, 2020 | **Brukinsa for Treatment of Mantle Cell Lymphoma*** Location: Zoom
	+ - Presenter: Dr. Perry Cook
		- Sponsor: Beigene Pharmaceutical Company
 | * **N. Niceforo** to provide updates at next BOD meeting
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| January 2021 | **CE Topic:** Immunizations* Location: TBD, likely via Zoom
* Presenter: TBD
* Sponsor: TBD
 | * **N. Niceforo** to provide updates at next BOD meeting
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| February 2021 | **CE Topic:** Pediatrics* + - Location: TBD, likely via Zoom
		- Presenter: Kyle Hampson
		- Sponsor: TBD
 | * **N. Niceforo** to provide updates at next BOD meeting
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| March 2021 | **CE Topic: Grassroots/Updates in law*** Location: TBD, likely via Zoom
* Presenter: Sam Paone, Tony Gerber
* Sponsor: TBD
 | * **N. Niceforo** to provide updates at next BOD meeting
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| TBD | **Installation*** Location: Russo’s by the Bay
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| 8. Treasurer’s Report | * See Appendix B
* Checking balance is $17,833.96
* Money market account balance is $37,339.51
* **R. Lumish** clarified that Royals is not a 501(c)-3 facility and that donations are not tax deductible
 | * **R. Lumish** to provide updates at next BOD meeting
* On future CE events, **R. Quinn** to include
	+ “Member-donation” and “Member-no donation” feature
	+ Statement in regard to significance of donation and that donation is not tax deductible
 |
| 9. New Business | * NYSCHP Annual Assembly discussed creating a joint conference with NYC Regional Conference
	+ Members prefer if Annual Assembly can collaborate with NYC Regional Conference during the regularly scheduled conference in June
	+ If NYSCHP and Royal Counties collaborate on the conference, will need to discuss financial details with state chapter including how expenses will be split among the invested parties. Discussion by board members that perhaps NYSCHP might provide resources to help off-set the cost (Ex: Utilization of Webex, honoraria for speakers, etc)
	+ Alternative option is for NYSCHP to create their own residency conference within Annual Assembly which would allow Royal Counties to retain NYC Regional Conference as organized in previous years
* Table to next meeting: Quarterly newsletter
 | * **R. Kavanagh** to provide decision to NYSCHP
* **R. DiGregorio** to find max number of participants allowed via LIU Zoom platform
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| 10. Adjournment and Next Meeting | * Adjourned at 7:03 PM
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Respectfully submitted by,

Rachel Quinn, PharmD, BCACP

Secretary – Royal Counties Chapter – NYSCHP

Rebecca Kavanagh, PharmD, AAHIVP, BCACP

President – Royal Counties Chapter – NYSCHP