**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**: September 9, 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 attendance. |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from July BOD meeting. |  |
| 3. Installation Banquet Updates | * Russo’s will not open venue as the minimum of 75 guests did not RSVP * **R. Lumish**, **N. Niceforo**, and **R. Quinn** had a meeting today and discussed using Vetro as a new location (2 blocks away from Russo’s).   + Royals will have to pay for 75 people regardless of location/number of guests * Installation will begin at 6:30PM instead of 5:30PM and cocktail hour will be eliminated. * Exhibitors will be from 6:30-7:30PM. * AstraZeneca will present from 7:30-8:30PM. * Installation of officers will occur from 8:30-close. | * Will continue to encourage more guests to join event. * **R. Lumish** to follow-up with Vetro and confirm reservation. * **S. Paone** to send new Constant Contact with new location and time for those who registered once location is confirmed. |
| 4. Updates on creating Royals chapter at St. Johns and LIU | * There is currently a NYSCHP liaison at St. John’s (Dr. Lee). BOD discussed involving another St. John’s faculty member, Dr. Brocavich.   + Currently students can pick what chapter to belong to (Ex: Royals, NYC, LISHP, etc). Discussion to start Royals chapter at St. Johns. * LIU has created Royals Chapter with help of **M. Sorbera** | * **T. Mondiello** to follow up with Dr. Lee and Dr. Brocavich about creating Royals chapter at St. Johns. |
| 5. Bylaw updates (process of adding new practitioner, student liaison, and grassroots committee) | * **T. Mondiello** discussed process of adding new practitioner, student liaison, and grassroots committee to bylaws**.** | * **T. Mondiello** will send proposed changes to bylaws to **N. Niceforo.** * **N. Niceforo** will send current bylaws and proposed changes to bylaws to the state. |
| 6. Committee Updates   1. Membership 2. New Practitioner 3. Grassroots | A) 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 * Currently have 257 active members as of 9/9/2021  1. New Practitioner  * Previously chaired by **R. Khaimova**, now chaired by **N. Dandan** and **Y. Kim**  1. Grassroots  * **T. Gerber** and **S. Paone** (co-chairs) * Twenty-six meetings completed since founding Grassroots in January 2020.   + Eleven legislative visits in 2021. * Committee met with Senator Andrew Lanza who expressed interest in CDTM bill. * Upcoming legislative visit with Assemblymember Riley on 9/14/2021 and Senator Savino in 11/2021. * Chapter plans to hold Q/A session with chapter/potential members who expressed interest and start scheduling visits with legislators. * Immunization Bill (A6476)/(S4807): Passed in the Senate/Assembly and was signed by Governor. | * Committee chairs to provide updates at next meeting. |
| 7. Upcoming Events |  |  |
| September 14, 2021 | **Installation Banquet**   * Event location: TBD (most likely Vetro) * Originally BOD members were going to make raffle baskets for Installation. **R. Quinn** proposed making raffle baskets for another event (November) due to low attendance at Installation. BOD members agreed. | * **R. Lumish** to follow-up with Vetro and confirm reservations. * **S. Paone** will send new Constant Contact with new location and time for those who registered when location is confirmed. |
| September 28, 2021 | **Royal Counties September Networking/Social Event**   * Location: McMahon's Public House * Time: 6:30-8:30PM * This will be a social event to gain more members. No food or drink will be provided. | * **N. Niceforo/ R. Quinn** to provide updates at next BOD meeting. |
| October 12, 2021 | **CE Topic:** Pharmacists Role in Transgender and Gender Non-Conforming Care   * Location: Hunter’s Steak and Ale House * Time: 6:00PM-8:00PM * Presenter: Anthony Gerber | * **N. Niceforo/ R. Quinn** to provide updates at next BOD meeting. * **S. Paone** will create constant contact for the event. |
| November 16, 2021 | **CE Topic:** Pharmacokinetics/Pharmacodynamics  Approach to Antibiotic Therapy in the  Critically Ill   * Location: Vesuvios * Presenter: Justin Andrade * This will be our holiday CE * Will have fundraiser with City Harvest   + BOD members will raffle gift baskets created by themselves | * **N. Niceforo/ R. Quinn** to provide updates at next BOD meeting. |
| Upcoming 2022 Events | * **N. Niceforo** discussed ideas for upcoming events in 2022. Need presenters for January, February, March, and May.   + **N. Niceforo** reported that there will be no CE events in April due to Annual Assembly or June due to Installation. * **S. Paone** and **R. Quinn** will give CE on Advocacy week for NYSCHP. | * **R. Quinn** to reach out to Dr. Veltri to present another immunization CE * **R. Quinn** will recruit CE presenters for January, February, March, and May |
| 8. Treasurer’s Report | * See Appendix B * Checking balance is $24,170.79 * Money market account balance is $37,860.36 | * **R. Lumish** to provide updates at next BOD meeting. |
| 9. New Business | * J. Chin, (President of the NYC chapter) and E. Jacob (Professor at St. John’s University) requested Royals collaboration with a CE. The event is a series on inequality and LGBTQIA+ on September 30, 2021.   + J. Chin and E. Jacob requested Royals sponsor one of the four speakers for $250 total. The event will be via Zoom and in-person.   + BOD members agreed to sponsor speaker. However, concerns due to location of event and similar topic to Royals October CE were raised.   + **R. DiGregorio** proposed asking NYC chapter to also promote October CE event on Pharmacist role in Transgender care. | * **N. Niceforo** will obtain more information on the NYC chapter CE event. |
| 9. Adjournment and Next Meeting | * Adjourned at 6:38 PM. |  |

Respectfully submitted by,

Samantha Paone, PharmD, BCPS

Secretary – Royal Counties Chapter – NYSCHP

Nicholas Niceforo, PharmD, BCACP, CDCES

President – Royal Counties Chapter – NYSCHP