**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.
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from July BOD meeting.
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| 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.
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| 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.
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| 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.
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| 6. Committee Updates1. 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.
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| 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.
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| 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.
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| 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.
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| November 16, 2021 | **CE Topic:** Pharmacokinetics/PharmacodynamicsApproach to Antibiotic Therapy in theCritically 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.
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| 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
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| 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.
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| 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.
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| 9. Adjournment and Next Meeting | * Adjourned at 6:38 PM.
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Respectfully submitted by,

Samantha Paone, PharmD, BCPS

Secretary – Royal Counties Chapter – NYSCHP

Nicholas Niceforo, PharmD, BCACP, CDCES

President – Royal Counties Chapter – NYSCHP