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| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists** | | **Date:** | **August 11, 2020** |
| **Purpose:** | **Board of Directors Meeting** | | | |
| **Location:** | **Zoom Meeting** | | **Time** | **5:00 PM** |
| **Attendees:** | Wes Kufel  Amanda Mogul  Mike Judd  Robert Schmidt | Brent Carlson  Nick Bunts  Maryann Serbonich  Lyndsay Carlson | Matthew Jennings  Brian Kam (BU Student)  Tony Feng (BU Student) | |

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| **#** | **Item** | **Discussion** |
| 1 | Call to Order | M. Judd called the meeting to order at 5:00 pm. |
| 2 | Review and Approval of Meeting Minutes | * Motion to approve minutes from June meeting   + On Google Drive and NYSCHP website |
| 3 | Upcoming Dates and CE Events | * September 15th, 2020 via Zoom   + Pharmacy Times: Influenza Treatment   + All documents received and CE codes processed |
| 4 | Treasurers Report (Nick) | * Tax status update   + Finalized and to be completed by H&R Block * Organization e-mail has been set up [Stshp.inc@gmail.com](mailto:Stshp.inc@gmail.com)   + Currently only receiving bank statements that Nick will monitor for now |
| 5 | NYSCHP Membership Committee (Maryann) | * Continuing to reach out to members with expiring membership |
| 6 | SSHP Update | * Brian Kam and Tony Feng will be new student representatives * Upcoming Events: P1 orientation online, 9-2 Zoom charity event   benefitting COVID relief will take place, general interest meeting TBD,  Clinical Skills Competition date TBD   * Fundraiser: Annual scrubs fundraiser * Other updates: Advocacy Week in February this year |
|  | Committee Updates | * **Communications Committee**: J. Carswell, L. Carlson * **Continuing Competency Committee**: M. Judd, L. Carlson, W. Kufel,   A. Mogul   * **Finance Committee:** B. Carlson, R. Schmidt, M. Jennings, N. Bunts * **Industrial Relations Committee**: A. Mogul, N. Bunts, M. Judd-   A vender is interested in participating virtually in the October Zoom  meeting for $250. They can present or answer questions for 10 minutes.  Amanda will send out an e-mail to other venders to gauge interest in  virtual meetings. Nick will let Amanda know if venders have paid.   * **Membership Committee:** M. Serbonich, M. Jennings -Maryann will   continue to reach out to members with expired or soon to expire  memberships.   * **Elections Committee**: W. Mogul * **Organizational Affairs Committee:** M. Judd -Mike will participate in   the upcoming presidents meeting   * **Grassroots Advocacy Committee:** A. Mogul -Advocacy week will be   held in February. During the same week all around the state chapters  advocate to their local representatives and senators. Amanda will make  an announcement at the next meeting to get more involvement.  Maryann is willing to help or attend meetings. |
|  | Open Forum | * Standard Operating Procedure development   + One document on how to do everything for officers, make transitions easier   + Each officer role can write a description on their responsibilities and how to steps * Committee assignments   + Updates reflect current members * Charge for non-members   + Not charging for September due to Pharmacy Times covering costs * Virtual vendors –first 10 minutes of Zoom * Week in February for Advocacy Week with pharmacy schools * Star Chapter * Future meeting dates (3rd Tuesday of every month scheduled)   + September 15th, 2020-Pharmacy Times-Influenza Treatments Joshua   Vanderloo   * + October 20th, 2020 – Cayuga medical center: “The Antimicrobial   Stewardship Journey of Cayuga Medical Center PLUS a COVID-19  Update”   * + November 17th, 2020 – Upstate Geriatrics Resident   + No December meeting   + January 19th, 2021   + February 16th, 2021 - Guthrie Resident   + March 16th, 2021 - Guthrie Resident   + April 20th, 2021 - UHS Resident   + May 18th, 2021 - UHS Resident   + June 15th, 2021 * Future meeting locations   + Virtual for the unforeseeable future and will table venues for now |
| 9 | Next Meeting | * **Next BOD via Zoom September 15th, 2020** |

Minutes respectfully submitted by: Maryann Serbonich