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| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists** | **Date:** | February 15, 2022 |
| **Purpose:** | **Board of Directors Meeting** |
| **Location:** | Zoom Meeting | **Time** | 5:00 PM |
| **Attendees:** | Rachel AugustusNick BuntsJoe D’AntonioMatt Jennings | Michael JuddAmanda Moghul Robert SchmidtMaryann Serbonich |

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| # | **Item** | **Discussion** |
| 1 | Call to Order | A. Mogul called the meeting to order at 5:00 PM |
| 2 | Review and Approval of Meeting Minutes | * Motion to approve minutes from January meeting
* On Google drive and NYSCHP website
 |
| 3 | Upcoming Dates and CE Events | * Upcoming dates and events
	+ March 22, 2022 – Guthrie resident
		- Submit paperwork in January
	+ April 19, 2022 – UHS resident
		- **Return to in-person meetings**
		- **Announce scholarship winners**
		- **Announce new E-Board**
	+ May 17, 2022 – UHS resident
		- No longer have a resident to present
		- Not enough time to submit paperwork
		- Options – cancel March, cancel April, utilize Pharmacy Times, move up BU presenter
	+ June 21, 2022 – BU faculty
		- Paperwork due 5/10
	+ Future CE dates
		- Summer vs. fall
			* Currently, we do not have the sponsorship support to conduct summer meetings
	+ Additional speaker volunteers
		- Emily Leppien – pain
		- Erin Pauling – ambulatory care
		- William Eggleston – APAP overdose changes
		- Bennett Doughty – pharmacogenetics or adaptation of psych consults
 |
| 4 | Treasurer Report (Nick) | * Current balance: $9,748
* At the moment, only form of payment accepted from vendors is check
* Consider utilizing other forms of payment going forward – direct deposit, PayPal
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| 5 | NYSCHP Membership Committee (Maryann) | * No new updates
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| 6 | SSHP Update(Joe D’Antonio) | * Mock legislative interview was a success (last week)
	+ 50-60 people in attendance
* Advocacy week happening now
	+ 14 different students meeting with 3 different legislators
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| 7 | Committee Updates | * **Communications Committee**: A. Mogul
	+ Added as a Facebook administration, email NYSCHP office to post upcoming events on social media
* **Continuing Competency Committee:** A. Mogul, M. Judd, L. Carlson, W. Kufel
	+ Submit/assure submission of CE paperwork to NYSCHP, coordinate with venue (menu/head count), manage RSVPs, create sign-in sheets, submit attendees to NYSCHP office, manage CE codes and handouts
* **Finance Committee:** N. Bunts, B. Carlson, R. Schmidt, M. Jennings
	+ Create a budget and financial policy, review finances regularly
* **Industrial Relations Committee**: A. Mogul, W. Kufel, R. Schmidt
	+ Send out letter requesting sponsorship, maintain list of sponsors (payment received/not received), send reminders to sponsors approx. 6 weeks in advance, maintain sponsor email list
* **Membership Committee**: M. Serbonich, M. Jennings, R. De Caro, N. Bunts
	+ In the works – hospital pharmacy director social event in March/April
	+ Obtain a point person from each hospital in Southern Tier
		- Guthrie – Matt Denniston
		- Lourdes – Tom Forrest
		- UHS – Leigh Briscoe-Dwyer
* **Elections Committee**: W. Kufel, M. Judd
	+ For the upcoming 2022-2023 year we will need to fill the positions of Secretary, President Elect, Treasurer
		- Announce candidates by March 22
			* President – Maryann
			* President-elect – Nick
			* Secretary – Liz, Rachel
			* Treasurer –
		- Announce winners at April meeting
* **Organizational Affairs Committee:** A. Mogul
	+ Running item on agenda for board meetings
* **Grassroots Advocacy Committee:** A. Mogul, J. Dantonio, M. Serbonich
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| 8 | Open Forum | * Finalize date for pharmacy director networking event
	+ Tentatively planning for mid/late March
	+ Location – The Cellar (in the middle of everyone)
	+ Need updated list of directors
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| 9 | Next Meeting | * Next BOD via Zoom March 22, 2022 at 5:00 PM
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Minutes respectfully submitted by: Rachel Augustus