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| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists** | **Date:** | February 21, 2023 |
| **Purpose:** | **Board of Directors Meeting** |
| **Location:** | Degennaro’s | **Time** | 5:00 PM |
| **Attendees:** | Rachel AugustusNick BuntsShannon Gallo | Rachel KloskoRobert SchmidtMaryann Serbonich |

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| # | **Item** | **Discussion** |
| 1 | Call to Order | M. Serbonich called the meeting to order at 5:00 PM |
| 2 | Review and Approval of Meeting Minutes | * Motion to approve minutes from the January meeting
* On Google drive and NYSCHP website
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| 3 | Upcoming Dates and CE Events | * Upcoming dates and events
	+ March 28, 2023 – Kathleen Hanrahan (Guthrie resident) Urinary Tract Infection
	+ April 18, 2023 – Guthrie resident
	+ May 16, 2023 – Cameron Bogicevic (UHS resident)
	+ June 6, 2023 – Guthrie resident
	+ Additional speaker volunteers
		- Emily Leppien – pain
		- Erin Pauling – ambulatory care
 |
| 4 | Treasurer Report (Rachel) | * Current balance: ~$10,000
 |
| 5 | NYSCHP Membership Committee (vacant) | * No new updates
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| 6 | SSHP Update(Shannon) | * Two part advocacy event planned – first event occurring this Thursday, 2/23
	+ Part 1 – focus on advocating for profession
	+ Part 2 – focus on connecting with legislators
* Speaker event planned for March 22, planning on Maryann speaking
* April – spelling bee on top drugs, white coat fundraiser, bake sale
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| 7 | Committee Updates | * **Communications Committee**: Z. Martin
	+ Added as a Facebook administration, email NYSCHP office to post upcoming events on social media
* **Continuing Competency Committee:** M. Serbonich
	+ 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
	+ NYSCHP planning on building a universal calendar for all chapters and events – Maryann has presidents meeting to learn more on 2/22
	+ Because of the blackout period, all CE information for the rest of our planned meetings (including June) needs to be submitted by March 22
* **Finance Committee:** N. Bunts, R. Klosko
	+ Create a budget and financial policy, review finances regularly
* **Industrial Relations Committee**: N. Bunts, M. Serbonich
	+ 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
	+ Two sponsors secured for April meeting, still looking for sponsors for March meeting
* **Membership Committee**: R. Augustus
* **Elections Committee**: vacant
	+ Vacancies will be announced at today’s presentation
	+ President-elect and secretary
* **Organizational Affairs Committee:** M. Serbonich
	+ Running item on agenda for board meetings
* **Grassroots Advocacy Committee:** R. Klosko
	+ No advocacy “week” established
	+ School planning on two different advocacy days
	+ One day will be for choosing two different potential topics, one will be reaching out to local legislators
	+ Will also have a day to review “how to advocate”
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| 8 | Open Forum | * Scholarship opportunity will be announced at today’s presentation
	+ Offering two scholarships
	+ Official email will be sent to students on Monday, Feb 27
	+ Winners will be announces at April’s meeting
* Resolutions Committee April 13th from 3-5 PM
	+ Nick to attend
* Collab with Southern Tier and BU College of Pharmacy continues to be a work in progress
	+ Firehouse says they have availability either September or October
	+ BU will sponsor the venue, NYSCHP will sponsor the food
	+ Rachel K to set up viewing of Firehouse Stage to assess size
		- Planning to visit venue February 28th @ 3:30 PM
* Turn off online registration for future meetings the Friday before
	+ Approximately 20 extra people registered for this meeting after our recommended cut-off date/time and head count was already submitted to the venue
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| 9 | Next Meeting | * Next BOD March 28, 2023 at 5:00 PM
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Minutes respectfully submitted by: Rachel Augustus