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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 Augustus  Nick Bunts  Shannon Gallo | Rachel Klosko  Robert Schmidt  Maryann 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 |
| 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 |
| 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 |
| 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” |
| 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 |
| 9 | Next Meeting | * Next BOD March 28, 2023 at 5:00 PM |

Minutes respectfully submitted by: Rachel Augustus