|  |  |  |  |
| --- | --- | --- | --- |
| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists** | **Date:** | January 18, 2022 |
| **Purpose:** | **Board of Directors Meeting** |
| **Location:** | Zoom Meeting | **Time** | 5:00 PM |
| **Attendees:** | Rachel AugustusJoe D’AntonioRyan DeCaroMichael Judd | Amanda Moghul Robert SchmidtMaryann Serbonich |

|  |  |  |
| --- | --- | --- |
| # | **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 November meeting
* On Google drive and NYSCHP website
 |
| 3 | Upcoming Dates and CE Events | * Upcoming dates and events
	+ February 15, 2022 – Guthrie resident
		- Paperwork due 1/4
	+ March 22, 2022 – Guthrie resident
		- Submit paperwork in January
	+ April 19, 2022 – UHS resident
		- Submit paperwork in January
	+ May 17, 2022 – UHS resident
		- Submit paperwork in January
	+ June 21, 2022 – BU faculty
		- Paperwork due 5/10
 |
| 4 | Treasurer Report (Nick) | * No new updates
 |
| 5 | NYSCHP Membership Committee (Maryann) | * Maryann to get assessment survey from other chapters and modify to match our chapter goals
 |
| 6 | SSHP Update | * February 2nd – mock legislative event
	+ Amanda to advertise event to other schools
 |
| 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
		- Reach out to your colleagues to see if anyone has interest!
* **Organizational Affairs Committee:** A. Mogul
	+ Running item on agenda for board meetings
* **Grassroots Advocacy Committee:** A. Mogul, J. Dantonio, M. Serbonich
 |
| 8 | Open Forum | * Return to in-person meetings:
	+ Original plan was to go live in January but given the Omicron variant and how highly contagious it is, postponing live meetings until at least April
* Consider adding summer meetings
	+ Either in additional regularly scheduled meetings, or remove some meetings during holidays where attendance is low
	+ Plan for July + August meetings – need to schedule speakers and finalize dates ASAP
* Student scholarship – plan for due date to be mid-March and announce winner at April meeting
 |
| 9 | Next Meeting | * Next BOD via Zoom February 15, 2022 at 5:00 PM
 |

Minutes respectfully submitted by: Rachel Augustus