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| **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 Augustus  Joe D’Antonio  Ryan DeCaro  Michael Judd | Amanda Moghul  Robert Schmidt  Maryann 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 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