

**Southern Tier Society of Health-System Pharmacists
Meeting Minutes**

Meeting Name:	Southern Tier Society of Health-System Pharmacists	Date:	June 6, 2023
Purpose:	Board of Directors Meeting		
Location:	Joey's	Time	5:00 PM
Attendees:	Rachel Augustus Nick Bunts Valerie Butash James Felice Karyssa Hurd Rachel Klosko	Abigail Lopienski Zoé Martin Robert Schmidt Maryann Serbonich Ewa Sulicz	

#	Item	Discussion
1	Call to Order	M. Serbonich called the meeting to order at 5:00 PM
2	Review and Approval of Meeting Minutes	<ul style="list-style-type: none"> ● Motion to approve minutes from the May meeting ● On Google drive and NYSCHP website
3	Upcoming Dates and CE Events	<ul style="list-style-type: none"> ● Upcoming dates and events ● Meeting dates for 2023-2024: <ul style="list-style-type: none"> ○ September 19, 2023 - PsychU ○ October 10, 2023 - Firehouse ○ November 28, 2023 ○ January 16, 2024 ○ February 20, 2024 ○ March 19, 2024 ○ April 16, 2024 (Annual Assembly) ○ May 21, 2024 ○ June 4, 2024
4	Treasurer Report (R. Klosko)	<ul style="list-style-type: none"> ● Current balance: \$7264 <ul style="list-style-type: none"> ○ Loss: ~\$1600
5	NYSCHP Membership Committee (N. Bunts)	<ul style="list-style-type: none"> ● No new updates

Southern Tier Society of Health-System Pharmacists Meeting Minutes

6	SSHP Update (Ewa)	<ul style="list-style-type: none"> ● Summer break
7	Committee Updates	<ul style="list-style-type: none"> ● Communications Committee: Z. Martin <ul style="list-style-type: none"> ○ Added as a Facebook administration, email NYSCHP office to post upcoming events on social media ○ Please go and follow/like our new Facebook page and Instagram page! <ul style="list-style-type: none"> ▪ Instagram handle is stshp_ ▪ Zoé sends a 10 question survey to presenters, then creates a “get to know the presenter” post ▪ Plan is to also do a post on each board member – plan to due over the summer ▪ Consider collab w/student chapter and post their events ● Continuing Competency Committee: M. Serbonich <ul style="list-style-type: none"> ○ 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 ○ CE codes already secured for our last two meetings ● Finance Committee: N. Bunts, R. Klosko <ul style="list-style-type: none"> ○ Create a budget and financial policy, review finances regularly ● Industrial Relations Committee: N. Bunts, M. Serbonich <ul style="list-style-type: none"> ○ 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 ○ One sponsor secured for June meeting ● Membership Committee: N. Bunts

Southern Tier Society of Health-System Pharmacists Meeting Minutes

		<ul style="list-style-type: none"> ○ A big welcome to our two new board members, Valerie Butash and Abigail Lopienski! ● Elections Committee: M. Serbonich, N. Bunts, R. Klosko <ul style="list-style-type: none"> ○ James Felice elected secretary ○ President-elect vacant ● Organizational Affairs Committee: M. Serbonich <ul style="list-style-type: none"> ○ Running item on agenda for board meetings ○ Maryann and Nick have a meeting planned next week to consider joint meeting with other chapter(s) ○ Joint meeting would be virtual ● Grassroots Advocacy Committee: R. Klosko
8	Open Forum	<ul style="list-style-type: none"> ● Collab with Southern Tier and BU College of Pharmacy continues to be a work in progress <ul style="list-style-type: none"> ○ Plan for event to be in place of regularly scheduled October meeting ○ Potential presenter – Jennifer Sheahan PharmD, BSCSP would present on compounding ○ BU will sponsor the venue, NYSCHP will sponsor the food <ul style="list-style-type: none"> ▪ Rachel K and Rachel A went to Firehouse to assess size – definitely large enough to accommodate event ▪ Need to further investigate what permit entails if we want to do food trucks
9	Next Meeting	<ul style="list-style-type: none"> ● Next BOD via Zoom July 18, 2023 at 5:00 PM

Minutes respectfully submitted by: Rachel Augustus