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| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists** | **Date:** | March 22, 2022 |
| **Purpose:** | **Board of Directors Meeting** | | |
| **Location:** | Zoom Meeting | **Time** | 5:00 PM |
| **Attendees:** | Rachel Augustus  Nick Bunts  Joe D’Antonio  Tom Forrest | Shannon Gallo  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 February meeting * On Google drive and NYSCHP website |
| 3 | Upcoming Dates and CE Events | * Upcoming dates and events   + April 19, 2022 – UHS resident     - **Return to in-person meetings**       * Taking place at DeGennaro’s       * Payment at the door this month         + Members and students: $10         + Non-members: $20       * Advertising via a contact person at each hospital, flyers     - **Announce scholarship winners**     - **Announce new E-Board**     - **No industry sponsor**   + May 17, 2022 – UHS resident     - No longer have a resident to present     - Pharmacy Times to sponsor   + June 21, 2022 – BU faculty     - Paperwork due 5/10     - Sponsor confirmed   + Future CE dates     - Summer vs. fall       * Currently, we do not have the sponsorship support to conduct summer meetings   + Additional speaker volunteers     - Emily Leppien – pain     - Erin Pauling – ambulatory care     - William Eggleston – APAP overdose changes     - Bennett Doughty – pharmacogenetics or adaptation of psych consults |
| 4 | Treasurer Report (Nick) | * Current balance: $9,533 * Waiting on a payment from Pfizer * At the moment, only form of payment accepted from vendors is check * Consider utilizing other forms of payment going forward – direct deposit, PayPal * Next live CE, consider payment portal through STAR chapter in addition to cash at the door |
| 5 | NYSCHP Membership Committee (Maryann) | * No new updates |
| 6 | SSHP Update  (Joe D’Antonio) | * Planning a speaker event   + Madeline Ciccone, PharmD, BCPS   + Infectious Diseases Clinical Pharmacy Coordinator at Garnet Health Medical Center   + Previous PGY1 resident at UHS (2019-2020) |
| 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 * **Elections Committee**: W. Kufel, M. Judd   + For the upcoming 2022-2023 year we will need to fill the positions of Secretary, President Elect, Treasurer     - Announce candidates by March 22       * President – Maryann       * President-elect – Nick       * Secretary – Liz, Rachel       * Treasurer –     - Announce winners at April meeting * **Organizational Affairs Committee:** A. Mogul   + Running item on agenda for board meetings * **Grassroots Advocacy Committee:** A. Mogul, J. Dantonio, M. Serbonich |
| 8 | Open Forum | * Pharmacy director networking event   + The Cellar - $100 for room rental, can choose our own menu   + Thursdays generally have room available   + Move event to May, focus on advertising first live meeting back   + Who to invite – System Director (highest level) in additional to one other member     - If not System Director, than a representative from your facility * Still no Treasurer nominee – Nick to continue acting as Treasurer until spot is filled   + Utilize write in ballot * Consider chapter social event   + Baseball game, hockey game   + Rumble Ponies require 20 people in attendance to reserve tickets   + Hockey game – students will be at school and able to attend   + Consider for next year, may be too soon for people to be comfortable enough to attend a social gathering |
| 9 | Next Meeting | * Next BOD April 19, 2022 at 5:00 PM |

Minutes respectfully submitted by: Rachel Augustus