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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 AugustusNick BuntsJoe D’AntonioTom Forrest | Shannon GalloMichael JuddAmanda Moghul Robert SchmidtMaryann 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
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| 5 | NYSCHP Membership Committee (Maryann) | * No new updates
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| 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)
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| 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
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| 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
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| 9 | Next Meeting | * Next BOD April 19, 2022 at 5:00 PM
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Minutes respectfully submitted by: Rachel Augustus