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| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists** | | **Date:** | **November 17th, 2020** |
| **Purpose:** | **Board of Directors Meeting** | | | |
| **Location:** | **Zoom Meeting** | | **Time** | **4:50 PM** |
| **Attendees:** | Mike Judd  Amanda Mogul  Maryann Serbonich  Nick Bunts | Matthew Jennings  Brent Carlson  Wes Kufel  Tony Feng (BU student) | Brian Kam (BU student)  Nicole Cieri-Hutcherson  Ruth Cassidy | |

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| **#** | **Item** | **Discussion** |
| 1 | Call to Order | M. Judd called the meeting to order at 4:50 pm. |
| 2 | Review and Approval of Meeting Minutes | * Motion to approve minutes from October meeting   + On Google Drive and NYSCHP website |
| 3 | Upcoming Dates and CE Events | * January 19th 2021 via Zoom   + UHS Resident PGY1 Veronica Arceri - Respiratory Inhalers in Asthma   and COPD   * + All documents received and CE codes processed |
| 4 | Treasurers Report (Nick) | * Review budget: Current balance is $11,156.87   + Expenses report: $44 to Star Chapter, going to $90 a month and saved $300 on cost, received $250 from Pfizer * Finances update: More to be done with Star Chapter going forward |
| 5 | NYSCHP Membership Committee (Maryann) | * Maryann, Matt and Jenna reached out to members with expiring   memberships   * The state membership committee is now going to meet more often goal of every 2 weeks * Discussed putting out a survey to target groups addressing interest in joining * Further discussed the 3 target groups of potential members including those with recently expired memberships, those with membership expired for over 3 year, and those that have never been a member * When renewing membership on-line if a period of time has lapsed it is sometimes necessary to have someone with administrative privileges from the state level (Rebecca) to help you complete the renewal * We will be utilizing Start Chapter to monitor membership |
| 6 | SSHP Update | * Brian Kam reported * Brian and Tony are working on updates * SSHP residency panel had 17 attendees * Liz and Brad did a poster for the showcase * Sue and Brian are involved with the Grassroots Committee and will be participating in Advocacy Week |
|  | Committee Updates | * **Communications Committee**: Amanda will post the monthly CE event on Facebook, and the state posts it on Twitter. We will be getting Star Chapter involved in managing communications * **Continuing Competency Committee**: M. Judd, W. Kufel, A. Mogul   -continuing with virtual platform and will continue to submit/assure submission of CE paperwork to NYSCHP  Due to the Annual Assembly the state level will not obtain credit for CE’s in April, thought about reaching out to Pharmacy Times but they did not have their calendar updated this far out. Other options including doubling up in another month or offer a non CE event such as addressing financial planning (aimed at the student population)   * **Finance Committee:** B. Carlson, R. Schmidt, M. Jennings, N. Bunts * **Industrial Relations Committee**: A. Mogul, N. Bunts, M. Judd-   Venders will have 10 minutes in the beginning for questions and answers. They will be paying $250 instead of the $500 as in the past. Pfizer sponsorship graphic will be shared for $250. Due to the virtual form we will only be allowing one vender per meeting. Nick will let Amanda know when we receive payment and she will update the spreadsheet   * **Membership Committee:** M. Serbonich, M. Jennings * **Elections Committee**: A. Mogul Will address in January * **Organizational Affairs Committee:** M. Judd –Ruth Cassidy discussed the year plan to optimize and reorganize things at the state level. The voting members will be going from 12 to 8 and the number of committees will be going from 27 to 9. These changed should help streamline the processes that occur. Ruth also discussed a program that could help provide those interested in expanding their leadership skill set. She also talked about the state providing some guidance on the financial aspect of things. Ruth also mentioned a pod cast that Joe Pinto to help keep everyone informed as well as a newsletter. Her e-mail is [rcassidy@sbhny.org](mailto:rcassidy@sbhny.org) and to feel free to e-mail her with any questions. * **Grassroots Advocacy Committee:** A. Mogul –Committee met and discussed Advocacy Week which will be held in February. We will soon be making the arrangements for the meetings and getting everything set up. 2-3 meeting will take place that week if anyone would like to get involved. |
|  | Open Forum | * Review of Star Chapter: Nick: Ryan DeCaro will be joining the board and will be managing the Star Chapter. Ryan will be working on the membership list and will hopefully utilize Star Chapter for January meeting sign ups * Scholarship: Table for now, Bob was going to reach out to the Dean. * Future meeting dates (3rd Tuesday of every month scheduled)   + January 19th, 2021-UHS Resident   + February 16th, 2021 - Guthrie Resident   + March 9th, 2021 - Guthrie Resident   + April 20th, 2021 – State Council will NOT accredit regardless of timing working on various options   + May 18th, 2021 - UHS Resident   + June 15th, 2021 -BU * Future meeting locations   + Virtual for the unforeseeable future and will table venues for now |
| 9 | Next Meeting | * **Next BOD via Zoom January 19th, 2020** |

Minutes respectfully submitted by: Maryann Serbonich