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| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists** | **Date:** | November 15, 2022 |
| **Purpose:** | **Board of Directors Meeting** |
| **Location:** | Joey’s  | **Time** | 5:00 PM |
| **Attendees:** | Rachel AugustusNick BuntsRachel KloskoZoé Martin | Cassy RaymondRobert SchmidtMaryann SerbonichEwa SuliczJames Thurston |

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| # | **Item** | **Discussion** |
| 1 | Call to Order | M. Serbonich called the meeting to order at 5:00 PM |
| 2 | Review and Approval of Meeting Minutes | * Motion to approve minutes from the October meeting
* On Google drive and NYSCHP website
 |
| 3 | Upcoming Dates and CE Events | * Upcoming dates and events
	+ January 24, 2023 – James Felice (UHS resident)
	+ February 21, 2023 – Emily Gibson (UHS resident)
	+ March 21, 2023 – Guthrie resident
	+ April 18, 2023 – Guthrie resident
	+ May 16, 2023 – Cameron Bogicevic (UHS resident)
	+ June 6, 2023 – Guthrie resident
	+ Additional speaker volunteers
		- Emily Leppien – pain
		- Erin Pauling – ambulatory care
 |
| 4 | Treasurer Report (Rachel) | * Current balance: ~$8900
 |
| 5 | NYSCHP Membership Committee (vacant) | * No new updates
 |
| 6 | SSHP Update(Ewa) | * Still in process of setting up/finalizing speaker/residency panel
* Also in process – mock legislature meeting for advocacy week
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| 7 | Committee Updates | * **Communications Committee**: Z. Martin
	+ Added as a Facebook administration, email NYSCHP office to post upcoming events on social media
* **Continuing Competency Committee:** M. Serbonich
	+ 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, R. Klosko
	+ Create a budget and financial policy, review finances regularly
* **Industrial Relations Committee**: N. Bunts, M. Serbonich
	+ 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**: R. Augustus
* **Elections Committee**: vacant
* **Organizational Affairs Committee:** M. Serbonich
	+ Running item on agenda for board meetings
* **Grassroots Advocacy Committee:** vacant
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| 8 | Open Forum | * Nick sent out Email to pharmacy directors about having a dinner with our board, only received one response
* Maryann and Amanda will be attending virtual House of Delegates meeting on November 30th
* Two sponsors are secured for both January and February CEs
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| 9 | Next Meeting | * Next BOD January 24, 2022 at 5:00 PM
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Minutes respectfully submitted by: Rachel Augustus