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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 Augustus  Nick Bunts  Rachel Klosko  Zoé Martin | Cassy Raymond  Robert Schmidt  Maryann Serbonich  Ewa Sulicz  James 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 |
| 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 |
| 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 |
| 9 | Next Meeting | * Next BOD January 24, 2022 at 5:00 PM |

Minutes respectfully submitted by: Rachel Augustus