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| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists**  | **Date:** | **October 20th, 2020** |
| **Purpose:** | **Board of Directors Meeting** |
| **Location:** | **Zoom Meeting** | **Time** | **5:00 PM** |
| **Attendees:** | Mike JuddAmanda MogulMaryann SerbonichNick Bunts | Matthew JenningsBrent CarlsonBob SchmidtBrian Kam (BU Student) | Angela Cheng |

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| **#** | **Item** | **Discussion** |
| 1 | Call to Order | M. Judd called the meeting to order at 5:00 pm.  |
| 2 | Review and Approval of Meeting Minutes | * Motion to approve minutes from September meeting
	+ On Google Drive and NYSCHP website
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| 3 | Upcoming Dates and CE Events | * November 17th 2020 via Zoom
	+ Upstate Medical Geriatrics Resident-The Balancing Act of Medications

 and Fall Prevention in Older Adults * + All documents received and CE codes processed
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| 4 | Treasurers Report (Nick) | * Review budget: Current balance is $10,950.87
	+ Expenses report: Star Chapter: One time startup fee of $399, monthly

 fee of about $40, received $500 from Merck* Finances update: More to be done with Star Chapter going forward
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| 5 | NYSCHP Membership Committee (Maryann)  | * Maryann, Matt and Jenna reached out to members with expiring

 memberships* Due to a significant statewide membership decline the NYSCHP membership committee will be meeting about every 2 weeks
* Previous meeting 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. Also it was discussed expanding our pharmacy technician membership and involvement.
* Tim Hutcherson met with Maryann and Mike to discuss membership on a chapter level. We set a goal of 5 new members by the end of the quarter and 5 more additional members by June. We mentioned that technician membership is a challenge.
* We currently have about 50 members with a large portion of faculty and students
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| 6 | SSHP Update | * Brian Kam reported
* Chapter submitted a rooster to ASHP
* In September the Clinical Skills Competition was held
* Residency Panel planned
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|  | Committee Updates | * **Communications Committee**: J. Carswell, L. Carlson –We need to look into someone posting to social media regarding upcoming events
* **Continuing Competency Committee**: M. Judd, L. Carlson, W. Kufel,
1. Mogul-continuing with virtual platform and will continue to submit/assure submission of CE paperwork to NYSCHP
* **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. * **Membership Committee:** M. Serbonich, M. Jennings
* **Elections Committee**: W. Mogul
* **Organizational Affairs Committee:** M. Judd -Angela Cheng the Director of Communication Services spoke about the communication committee. She wants everyone to be aware of what they do and have the opportunity to become involved. She mentioned the drive to increase technician membership as well as get them more involved and that other committees are also working towards this. There are regular Pod Casts posted and a You Tube channel was recently started. The most recent You Tube episode explained to the general public who pharmacists are and what they do. Her is e-mail is acheng.nyschp@gmail.com and she encouraged everyone to reach out with any ideas or input.
* **Grassroots Advocacy Committee:** A. Mogul -Advocacy Week will be held in February. We will soon be making the arrangements for the meetings and getting everything set up.
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|  | Open Forum | * Review of Star Chapter: Mike and Nick trained with a representative. The level of support from Star Chapter going forward will be clarified. Working towards a payment portal allowing for credit card use as well as other features. Goal is to be up and running by January meeting. We will need to dedicate a person to head this program.
* Scholarship: Consider setting up a standing scholarship that students will be made aware of. Great way to show commitment to the school. Wes helped put criteria together in the past and Bob will reach out to the Dean.
* Future meeting dates (3rd Tuesday of every month scheduled)
	+ No December meeting
	+ January 19th, 2021
	+ February 16th, 2021 - Guthrie Resident
	+ March 16th, 2021 - Guthrie Resident
	+ April 20th, 2021 - UHS Resident
	+ May 18th, 2021 - UHS Resident
	+ June 15th, 2021
	+ March/April/May have issues with getting CE approved due to the annual assembly. We will need to look into how this will affect the schedule.
* Future meeting locations
	+ Virtual for the unforeseeable future and will table venues for now
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| 9 | Next Meeting | * **Next BOD via Zoom November 17th, 2020**
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Minutes respectfully submitted by: Maryann Serbonich