

Meeting Minutes and Action Items

Date: 4/12/18 Time: 12:15 PM Location: Richmond VA/Conference Call
VSHP Board of Directors

INVITEES/ATTENDEES	
Facilitator:	Rodney Stiltner
Recorder:	Cindy Williams
Attendees:	Rodney Stiltner, Steve Glass, Kim Hayes, Cindy Williams, Matt Allsbrook, Natalie Nguyen, Sara Ladd, Scott Anderson, Lisa Hammond, Amber Weisner, June Javier, Michelle Lee, Rebecca Collins, Andi Gundlach

AGENDA/DISCUSSION			
Item #	Statement	Comments/Action	Action/Follow-up
1	Welcome, Introductions, Acknowledgements & Roll-Call		A quorum of voting members was present; business to be conducted.
2	Approval of Minutes	Minutes from March call not available to review/approve	Will defer until May 2018 meeting
3	Standing Reports A. Financial Report B. Membership Report	No financial report for review Discussed outcome of recent membership committee survey, including <ul style="list-style-type: none"> - Membership survey. To be launched within the next few weeks - Recommendation to move to standardized renewal timeframe. - Make meetings fun. The board discussed ideas (see below under Spring Seminar) 	Steve to launch survey as finalized by membership committee Board held vote and recommendation to move to standardized renewal timeframe was not passed.
4	Old Business A. CLF B. June Retreat Dates	42 in attendance, but some major health systems not represented. This was mentioned in vendor comments from the reverse expo. Motion that for future CLF, charge a minimal fee to attend, which will be waived if attendee stays for reverse expo. June 8-9, 2018 Wintergreen report	Motion passed More information will be distributed as we get closer.

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	<p>Old Business (cont) A. Spring 2018 seminar</p>	<p>Update on Spring Seminar stats as of Day 1: 39 vendors, up from 25 at fall meeting 133 pre-registrations \$90K estimated revenue No registrations for CPR, most likely due to timing. Would be better timing with fall meeting. Discussed whether REVIVE training offering would be worthwhile Suggested that have VSHP slide show that plays during pre-meeting and breaks. Suggested that have 15 minute overview of current activities at VSHP at the beginning of future Seminars Suggested a first time attendee reception/Board meet and greet at seminars-trialed at Spring Seminar Suggested flags for name tags for new members, etc</p>	<p>Recommendations to be forwarded to appropriate committee for action Full seminar update to be provided at May 2018 board call</p>
5	<p>New Business</p> <p>A. Region President Meeting Coordination</p> <p>B. Student/resident committee</p> <p>C. Nominations for office</p>	<p>Discussion of methods to provide CE through vendor exhibits at meeting, but speaker engaged separate from vendor. Will require funds be paid to VSHP and VSHP to pay for dinner. Also suggested that region presidents have access to database for their region.</p> <p>Next meeting to be held on Saturday, April 14 during spring seminar. Discussion will be on ASHP Practice Advancement Initiative (PAI). Goal to have video at fall meeting that showcases schools of pharmacy within the state Resident forum for Virginia residency programs scheduled for August 17, 2018 at University of Virginia</p> <p>There are several offices that have no or one nomination at this time.</p>	<p>Requested for Steve to have a documented process for region CE meetings for discussion at June board retreat</p> <p>Student/resident committee to update the board at future meeting</p> <p>Board members are requested to forward any nominations to Rafael. Will also announce during remainder of Seminar.</p>
6	Treasurer's Report	No report was presented.	
7	Secretary's Report	No report was presented.	
8	President's Report	No report was presented	
9	President Elect's Report	No report was presented	

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10	Immediate Past President's Report	No report was presented	
11	Executive Committee Reports	<u>No report was presented</u>	
12	Executive Director	No report was presented	
13	Regional Reports	No report was presented	
14	Student Chapter Reports	No report was presented	
15	Committee Reports	No report was presented	
16	Other Reports/Miscellaneous	The board held a closed session	
17	Adjournment	The meeting adjourned at 1:30 pm.	The next board meeting will be May 4, 2018