

# SDCPhA Meeting Minutes

**Monday, April 20<sup>th</sup>, 2026**

1. Call to order: 6:05
  - a. Attendees: Annie Le, Anh Nguyen, Brookie Best, David Bao, Denise Tran, Elika Kiani, Jenny Tran, Jimmy Hwang, Joseph Tran, Paul Dwork, Rachel Graham, Courtney Woo, Truc Le, Saba Parsa, LaRyel Waldon
2. Roll Call/Introductions:
3. Old Business:
  - a. Open board position - President Elect
  - b. Bayside Trail Hike recap (3/22)
  - c. Please join the [discord channel](#)
    - i. Use the Board Channel for board discussion
  - d. Still no Facebook access
4. Ongoing Projects:
  - a. New webmaster (thank you Nebeeha!)
  - b. Student Scholarship: Paul to donate \$1,000 if we create a Foundation (501-C3), Brookie mentioned we can donate \$30,000 to UCSD to endow a SDCPhA Named scholarship of \$1,500 for forever (but UCSD students only)
  - c. Figure out online meeting situation
5. New Business:
  - a. Succession / election planning - Start looking for your replacement NOW
  - b. Committee to-do **by 5/18**
    - i. Need to get **Annie** and **Truc** the PW for Google Account
      1. David Bao to trial delegation function in Google accounts for access (aiming to get this done within the next week)
    - ii. **Truc** to create a Google sheet to track our events & update Google calendar in accordance with Event Design & Master Calendar Coordinator role
    - iii. **Rachel G** and **Courtney** to meet to create Chapter Operations Manual
    - iv. **Denise** to work with **Courtney** to coordinate Women's health speakers for June
    - v. **Kimia** to assist with SDSHP joint Advocacy Day
    - vi. Loop in **Elika** for blood drive and brown bag event and clinical pharmacist volunteer form **(date: 5/11)**
    - vii. **Saba** to help with Meet & Greet, SDSHP Mixer, and Pasta Murder Mystery Dinner. Start planning Gala with **board members** and **Courtney** **(date: 11/7 – evening ~ 3 hours long)**
    - viii. **Joseph** to coordinate with **David** to create a sponsor tracker with Google Sheets

- ix. **Phuong-Anh** to create flyers for events below with **Annie**, ensure 10 photos are taken at all events (videos are preferred if possible!)
  - x. **Tina** to coordinate with **Jenny** for social media access and discusses the previous social calendar and social growth plan, and **Phuong-Anh** for flyers, document # of followers and monthly engagement for report
    - 1. Don't forget to post to discord too!
  - xi. **Jimmy** coordinate with appropriate committee leads and board members for in person events listed below, submit event supply checklists to **Rachel** and sign-in sheets to **Nabeeha**
  - xii. **Nabeeha** create attendance tracker with notes for awards and social media tracker (coordinate with **Tina**) on Google Sheets (with names), printable sign-in sheet with logo
- c. Upcoming Events [draft calendar](#)
- i. 5/6 UCSD Pharmacist - Student Meet & Greet 6-8 PM
    - 1. Still looking for pharmacists (have about 6 now) → deadline for pharmacists to join: 5/1 (but keep the form open until 5/3 if needed)
      - a. About 30 students interested in event
      - b. Try to get more pharmacists to get a better ratio of pharmacist to interested students
      - c. **Each Committee Member to reach out to one pharmacist**
  - ii. 5/11 UCSD Blood Drive w/ SD Blood Bank
  - iii. 5/18 Board Meeting & Pharmacy Murder Mystery Pasta Night
    - 1. La Jolla Village Community Room secured, proceed to coordinate food and murder mystery script
    - 2. **Start fully planning this one!**
    - 3. Need to coordinate food stuff and decorations (if wanted)
      - a. Create flyer and start promoting event
      - b. David will bring utensils, napkins, and plates
      - c. Coordinate pasta and trays for setup
      - d. Paul will talk to Amalfi's
      - e. Reach out to FreeStyle company to see if they would be interested in presenting something at our event
  - iv. May: Brown bag event: senior center coordinator has been on leave, may choose alternate site, weekend preferred, volunteer sign up circulating
  - v. June: Pharmacy owner meeting: modeling after CPhA pharmacy owner SIG - Courtney contacted Michael Conner and Kevin Komoto, waiting to hear back about format
  - vi. June: Pharmacist's Role in Women's Health CE
    - 1. Courtney to follow-up on ACPE through CPhA
    - 2. Scripps or SHARP sponsored CE?
    - 3. **David Bao** to find the \$75 CE provider
  - vii. Collaboration with SDSHP
    - 1. Mixer on 7/6

- 2. Advocacy Day TBD
  - 3. BBQ in October - change location
  - viii. CPhA HoD
    - 1. [Need 3 delegates by 7/24/26](#)
    - 2. Opening Session (Virtual): August 29, 2026 | 9:00 AM – 1:00 PM
    - 3. Closing Session (In-Person): October 17, 2026 | Chapman University
      - a. Rachel Graham, LaRyel Waldon, and Jimmy Hwang interested!
      - b. [rxcourtneywoo@gmail.com](mailto:rxcourtneywoo@gmail.com) follow-up that everyone is registered
        - i. [Registration Link](#)
  - ix. SDCPhA Gala - November 2026
    - 1. Entertainment - magic show, plus acrobats/dancers/fire dancers?
      - a. Possibly use Price Center East Ballroom as venue for Gala
        - i. Tell university that APhA reserves the room
      - b. Joan Kroc Auditorium? (but no food there – more for performative arts)
      - c. To benefit student scholarship
    - x. SDSHP banquet - Contract secured, needs to be signed
6. Treasurer Updates (David Bao)
- a. Taxes
  - b. Vote on proposed budget ([Link](#))
    - i. Discussion: none
    - ii. David Bao motion to close -> Courtney Woo second - vote to close: **Motion passed**
    - iii. David motion to approve budget -> Paul Dwork second -> vote to approve 2026 budget: **Motion passed**
  - c. Financial Partners account update (3 updates)
    - i. David proposes 3 updates to users on account:
      - 1. Remove Anthony Harris (former secretary) as an account user
      - 2. Remove Cathy Lam (past president) as an account user
      - 3. Adding Courtney Woo (current president) as an account user
    - ii. David Bao motion to approve changes -> Courtney Woo second -> **Motion passed**
  - d. American Century Investments changes until SDCPhA funds are transferred to Financial Partners account
    - i. Removing Eugene Tunick as a user (he has passed away)
    - ii. Removing Linh Lien as a user
    - iii. Retaining Alis Filipioglu-Fago as a user
    - iv. Adding Courtney Woo as a user
    - v. Adding Rachel Sperling as a user
    - vi. Adding David Bao as a user

vii. David Bao motion to approve account holders as presented -> Courtney  
Woo second -> **Motion passed**

7. Courtney - find photos
  - a. Figure out best platform for meetings in the future
8. Student Liaison Updates (5mins): Jenny Tran
  - a. Courtney to photo dump into drive
  - b. Committee coordination
9. Meeting Adjourned: 7:55 PM