



CPFI 2025 October Board Meeting – Minutes

Monday, October 6, 2025

2:00 to 4:00 pm

Join Zoom Meeting

<https://us06web.zoom.us/j/86892173454>

Opening comments and updates (2:00 pm ET)

- Call the meeting to order and opening remarks - **President** Jeff Bates
- Devotion and Prayer – Fred Eckel
 - Isaiah 40:28-31
 - Running CPFI can be a weary process when we do it in our own strength. But we need to remember that CPFI belongs to God. He will take care of CPFI in HIS strength. We need to see the big perspective, “on eagles’ wings”, like as if from God’s perspective. We have been successful in our profession, but we do so in God’s strength, not our strength. We make plans for CPFI, but they are really God’s plans. Our place and opportunity as part of CPFI is to see pharmacists live out their faith in Jesus.
- Roll call – Secretary (President Bates for Secretary Smith)
 - Jeff Bates
 - Jordan Daniel
 - Jill Boone
 - Rick Hess
 - Erin Ballentine
 - Stephen Canady
 - Dan Spadaro
 - Ron Herman
 - Fred Eckel
 - Nena Lindrose
 - Logan
 - Juliette
 - Absent: Susan Smith, Marjorie Hayes, Jeff Copeland
- Approve minutes – Susan Smith
 - Susan will send out minutes and request an e-vote.

Key Goals for CPFI 2025-26: 1 Corinthians 15:58

- **Priority 1:** Retain and Expand Membership through Deepening Engagement

- Augment a 3- to 5-year growth strategy
- Strengthen and personalize member engagement
- Prioritize student pharmacist engagement
- Elevate Ambassador Program
- Maximize marketing and outreach tools
- BOD discussion of this priority: several members in full agreement; we all recognize the challenges needed such as coordinating these action items. Ensure strong focus on students/student chapters as they will be the future of CPFI. Members are encouraged to pray and think about how to get what we're after.
- **Priority 2: Strengthen and Strategically Align Leadership**
 - Evaluate and update (if necessary) CPFI committees
 - Develop clear annual charges for each committee
 - Review and revise job descriptions as well as role expectations
 - Leverage the unique giftings of board members
 - Unify and empower the Board of Directors
 - BOD discussion of this priority: is new membership needed within committees, i.e. should some step down and make room for others. Related to the committees, this helps us consider succession planning – expands our reach and gets others engaged. If we want annual reports from committees, it helps if we have annual charges. That will help committee be focused on a new task/project that they can focus on. Charges can also be built to support our 3-5 year growth plan in priority 1. At annual meeting, we have just a 1-hour board meeting with no committee reports. We need to make more people, those who attend, to know what is going on within the organization. Granted, many come for the CE, but they also want/need to know what's going on with the organization. To the directory, consider adding a few points that BOD is doing and also include a link for non-printed material.
- **Priority 3:**
 - Establish SMART goals for each major initiative
 - Ensure excellent stewardship of financial resources
 - Use expanded events such as the annual conference, webinars, ambassador program, chapter visits, print and virtual documents, etc.
 - BOD discussion of this priority: Establishing SMART goals makes sense but is daunting. Want to see more finances go to student chapters and visit student chapters. Consider that many volunteers have multiple other commitments, but having SMART goals help us continue to move forward to strive to achieve those goals. Use of expanded events are beneficial and reach various segments of our membership – will take time and people but are all very important. Priority 3 will be the engine that drives the first two.

Committee Charges: [Found Here](#)

- Executive
- Finance
- Membership
- Nominations

- Annual meeting committee
- Education affairs committee
- Awards and recognition committee
- Missions committee
- Bylaws committee (ad hoc)
- Publications committee
- Student Committees
- BOD discussion:
 - Updates to the committee page is needed, specifically content of executive committee. Emails will need to go out to the chairs to determine what members are still interested in serving. Where can we plug in new members?
 - BOD may need to GUIDE these committees, not DO the work of the committee.
 - Can we put a year on the committees to know length of service and/or when does the term start/stop?
 - Engage chairs to look at our priorities and see where they can contribute – two-way street. Use strengths of committees to see how they can help achieve goals of committees. Be explicit in a SMART goal that provides instruction as to when to submit reports, etc.
 - Intent is to communicate and unify around key concepts, not to micromanage.
 - President historically takes this role to reach out to the committee chairs
 - Consider the 3-5 growth plan to determine overall priorities which will help develop the charges and/or identify need for new committees

CPFI Webpages: CPFI.Org

- BOD should regularly log into CPFI website and look at the information that is there. As you see things on the website that are “not right”, let Nena know. (misinformation, typos, link problems, etc.)

CPFI Position Statements: [Found Here](#)

- Current issues and ethical position statements
 - Since most statements are from 2014, they may need some refreshing. Even if we do not change anything, it may help our members to see that CPFI is relevant
 - Example: Assisted suicide: some terms included are no longer used in society; how to best address cultural issues with a Biblical perspective
 - Add new statement related to gender affirming care as pharmacists will be seeing this
 - Review of these position statements may align with goal to grow our membership; new members will want to know where CPFI stands on these issues so they can see where they align with CPFI.
 - Members agree that there may be no changes or minor changes. Consider having a structure for review, i.e. every 5 years.
 - What level of priority does this take? High-moderate-low depending on available resources.
 - Check with CMDA to see what their updated versions look like. We may be able to adopt theirs; provide reference for where these resources came from.
 - Recommendation to have more visible, i.e. on front of website

- BOD discussed where this falls in terms of priority:
 - Put out to members who may see this as a high priority; BOD doesn't have to do all the work. Consider a call in the FaithScript or as a separate blast from Jeff Bates or both.
 - May not be the highest priority but it significant topic
 - CMDA has ~ 30 positional statements: <https://cmda.org/policy-issues-home/position-statements/>

Fall webinar (currently being planned for October/November)

- CPFI webinars – Susan Smith/Jill Boone
 - Jill, Susan, Jeff B, and Beth Cappelletti discussed multiple ideas
 - November 4th, 7 pm EST, Dr. Vineeta Rao
 - "Buprenorphine Breakdown: Pharmacology and Practical Considerations for Pain Management"
 - This is a very relevant topic. Vineeta plans to incorporate spiritual aspects into her talk as well.

Ambassadors Program efforts

- Large, Annual Conferences
 - AACP - Jeff B
 - ASHP - Jill
 - APhA - Lutz
 - ACCP - Rick
 - State and Local Meetings
 - State meetings
 - Local meetings
- Lessons learned
 - Complimentary 1st Year of Membership
 - Continue this moving forward.
 - For ACCP – can plan to do this – need a QR code that thanks them for coming; will direct them to the webpage of the membership page.
 - Consider students as well
 - Erin can make QR codes – thank you!
 - Banners/Posters
 - The annual meeting banner is too large for these meetings but would it be helpful to have a pop-up or tabletop? If using AV can always have a slide up with the logo. Need to weigh cost of AV as well. May be less expensive to use plastic stands/frames to put something in to identify registration. May also be helpful to have a tablecloth as well. Consider travel logistics/cost and benefits from having these additional program enhancements.
- BOD discussion:

- Exciting to connect with pharmacists so that they know CPFI is here; hopefully next year pharmacists will come back. Getting our name back out there to re-connect and expand is exciting.
- Debrief for all of these events still needs to happen.
- Expense piece for some of these annual meetings is outrageous.
- Notify Marjorie who the attendees are; will help track success of these events

November BOD meeting – (Secretary, Susan Smith)

- November 13th, Thursday, 10:30-1:30 pm EST
- Agenda is pending

Closing Remarks and Prayer - President Bates

- Jeff B. requested feedback from those attending today to see if we met our goals in having this meeting today. Please share any comments, concerns, suggestions to Jeff B.

Meeting adjourned 3:58 pm EST