



**2019 Fall Board Meeting
Executive Director's Report
November 7, 2019**

My goal as Executive Director is to assist officers and Board members with access to information and to provide tools that will help each person be more effective in their leadership role.

Program Development and Administration

- Below is table of the membership history from this time last year until now based on membership categories.

Member Type	10/28/2018	Joined	Renewals	Lapsed	10/27/2019
Associate - Credit Card	7	3	3 (43%)	10	7
Associate - E-Check	0	0	0	0	0
International	2	0	1 (50%)	4	1
Professional - Credit Card	380	14	278 (73%)	444	287
Professional - E-Check	0	0	0	0	0
Professional Monthly - 1 Percent - Credit Card	3	0	3.25	0	4
Professional Monthly - 1 Percent - E-Check	0	0	0.67	0	1
Professional Monthly - Power Hour - Credit Card	4	0	3	0	5
Professional Monthly - Power Hour - E-Check	0	0	0.67	0	1
Pharmacist 1st Year Grad - Credit Card	42	3	14 (33%)	303	13
Pharmacist 1st Year Grad - E-Check	0	0	0	0	0
Pharmacist 2nd Year Grad - Credit Card	16	1	9 (56%)	45	12
Pharmacist 2nd Year Grad - E-Check	0	0	0	0	0
Student Pharmacist - Credit Card	378	286	208 (55%)	456	474
Student Pharmacist - E-Check	0	3	0	0	3
Totals	832	310	605 (73%)	1262	808

- Notice the E-Check rows, there are not many members using it. I was a strong advocate for that payment option. I prefer it over using a credit card. However, should we consider dropping this option to simplify our membership types?
- I had a goal to work on a smooth transition of membership from student P4 to Pharmacist 1st Year Grad and from there to Pharmacist 2nd Year Grad to Professional. The number lapsed in Pharmacist 1st Year Grad is so much larger than the starting number because all of the P4 students are manually moved into the Pharmacist 1st Year Grad group, but many do not renew. Same thing with the transition from the 1st Year to 2nd Year Grad.

Staff Relations

- I have regularly talked (conference call) with our administrative director to discuss routine business activities.
- Nena was given permission to spend a month in Florida to see if CPFI business could be successfully operated from remotely away from Bristol. Dr. Wahba provided gratis accommodation at a condo. For personal and health reasons she is considering a possible move back home to Florida. She will provide a report, as well as an ad hoc subcommittee that has been investigating options will share a report with the board.

Communication with Membership

- The monthly e-mail blasts (the Faith Script) have gone well.
- There were two editions of the journal that were published this year.
- Google Analytics reports that in the last 12 months the website has accessed 6,600 times from North America (87%) and approximately 150 times from India, China and Canada about 100 times from Nigeria. The website is accessed by desktops 65% of the time and by mobile devices 36% and tablets 3% of the time. The visits are new 80% of the time and 20% return visits. 60% are under the age of 35 and 54% are male and 46% are female.

Budget and Finance

- The finance committee has been monitoring the budget and has kept us up to date on progress.
- Nena's desktop computer has been upgraded.

Sincerely, in His service,

Ron Herman