



**2023 May Board Meeting  
Executive Director's Report  
May 25, 2023**

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 a table of the membership history for 2019 through 2022 and for the 1<sup>st</sup> 5 months of 2023.

	Associates	Pharmacists	Student Pharmacist	Totals
<b>Active 1/1/2019</b>	<b>8</b>	<b>474</b>	<b>448</b>	<b>930</b>
Renewed	2	304	211	517
Joined	3	31	297	331
Graced	2	8	15	25
Lapsed	4	153	222	379
<b>Active 12/31/2019</b>	<b>7</b>	<b>343</b>	<b>523</b>	<b>873</b>
Renewed	5	327	196	528
Joined	0	18	212	230
Graced	2	7	21	30
Lapsed	0	28	306	334
<b>Active 12/31/2020</b>	<b>7</b>	<b>352</b>	<b>429</b>	<b>788</b>
Renewed	6	327	187	520
Joined	1	18	183	202
Graced	0	9	25	34
Lapsed	0	28	92	120
<b>Active 12/31/2021</b>	<b>7</b>	<b>343</b>	<b>405</b>	<b>755</b>
Renewed	6	293	156	455
Joined	0	14	171	185
Graced	0	8	21	29
Lapsed	1	61	223	285
<b>Active 12/31/2022</b>	<b>6</b>	<b>315</b>	<b>384</b>	<b>705</b>
Renewed	2	122	29	153
Joined	0	6	24	30
Graced	1	21	31	53
Lapsed	0	27	67	94
<b>Active 5/18/2023</b>	<b>6</b>	<b>314</b>	<b>343</b>	<b>663</b>

- I have added the Graced line to the table that I shared with Greg Carlson and have included some of my observations related to this information:
  - Pharmacists:**
    - The big change in number for 2019 (explained in more detail in last year's report) was temporarily reactivating 150 lapsed members to try to draw them back. Most of these members did not respond and they moved back into the lapsed status.

- 2020 began with 343 pharmacists and ended with a 2.6% increase (352 total).
  - 2021 saw that number drop back to 343 (a 2.6% decrease).
  - Last year (2022) saw the number begin 343 pharmacists, during which 293 renewed, 14 joined, 8 were in their grace period and 61 had lapsed, ending the year with 315 pharmacist members (8.2% decrease).
  - So far in the first half of 2023 there were 122 renewals, 6 new members joined, and 31 are in their 90 day grace window, so we have 314 current active members.
  - Looking at the membership trend, when renewal notices are sent out 90 days before expiration 26.25% renew in the first 30 days, the same in the next 30 days and 21.25% in the last 30 days. So a total of 73.75% before membership expires. We grace the next 90 days before moving them to lapsed. Records show that 6.25% are renewing in the next 30 days, 12.5% in the next 30 days, and 7.5% in the last 30 days of the grace period. This would suggest that we need to devote extra effort in following up on members in the 90 day grace period.
- **Student pharmacists:**
    - Membership in 2019 began at 448 students, only 211 (47%) renewed and 297 new members joined, 222 lapsed and 15 were in the grace period resulting in 523 active students (an 16.7% increase).
    - However, in 2020 196 students renewed (37.5%), 196 joined and 21 were in the grace period. There were more renewals, but fewer new students joining and only some of the grace students renewed, resulting in 429 active student members (an 17.9% decrease).
    - At the end of 2021, 187 students had renewed (43.6%), there have been 183 join and 25 were in the grace period have lapsed. The net result is 373 active students, a decrease 5.6%.
    - This past year 156 students renewed, 171 joined and 21 are in the grace period. The year ended with 384 active student members, a 5.2% decline.
    - So far this year 29 students have renewed and 24 have joined. (Please note that most student renewals and joining occurs in the Fall at the start of a new school year.
  - The membership for pharmacists, during the COVID years wavered around plus or minus 2.6% . The major challenge for students is to try to get them to renew and continue their membership each year while in school and then see them make a transition to pharmacist membership.

### **Additional Committee Assistance**

- I assisted the Awards Committee with a proposal create an additional award.
- I was able to update the Mission Trip information from the last 4 years to supplement the Mission Committee report.

### **Staff Relations**

- Nena's transition to Florida has not been problem free, the functioning of the office has continued to run smoothly.

### **Communication with Membership**

- The contact center within MemberClicks to design and send e-mail blasts and to design and send the monthly Faith Script newsletter. All of the newsletters through May have been added to website.
- The Fall edition of the 2022 Journal has been posted on the website. The Spring edition has been published but is not loaded yet on the website.
- The CPFI website is a valuable source of information for some of our members. I have been able to make a number of updates, but it is important that we keep the information up to date and fresh. If anyone has

observations or information on how we can update or keep information current and relevant, please let me know. I am open to suggestions and feedback.

### **Budget and Finance**

- The finance committee has been monitoring the budget and has prepared a budget for this next year.

Sincerely, in His service,  
*Ron Herman*