



# American Institute of the History of Pharmacy

LOCATED AT THE UNIVERSITY OF WISCONSIN SCHOOL OF PHARMACY

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**DRAFT Minutes**  
**AIHP Annual Business Meeting**  
**American Institute of the History of Pharmacy**  
**18 November 2015**  
teleconference

Board Members present:

Robert Buerki

Greg Higby

Clarke Ridgway

Jole Shackelford

William Zellmer

Also present:

Arthur Daemmrich

Cindy Konovitz

Eric Mack

Elaine Stroud

John Swann

Steve Swanson

Ben Urick

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## WELCOME AND REQUEST FOR NEW AGENDA ITEMS (1:04 pm EST)

President Zellmer welcomed Board members and AIHP members to the teleconference. There were no new agenda items.

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## APPROVAL OF MINUTES

**VOTED. To approve the minutes of 2014 Business Meeting.**

Approval of Minutes from 2014 Business Meeting as posted on [www.AIHP.org](http://www.AIHP.org) and published in *Pharmacy in History* volume 56, no. 3 & 4 (2014): 100-105 (APPENDIX A). Motion Eric Mack/Robert Buerki.

Executive Director Higby installed AIHP President William Zellmer, Vice-President Arthur Daemmrich, Secretary Robert Buerki, Treasurer Clarke Ridgway, and Member-at-large David Herzberg (absent).

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## REPORTS OF OFFICERS

a) Executive Director Higby

Director Higby summarized his report (Appendix B), and fielded questions. Buerki offered to help work on updating the written history of the AIHP for the 75<sup>th</sup> anniversary in 2016.

b) President Zellmer

President Zellmer summarized the action taken in the past year as the Institute worked on strategic goals (revitalizing *Pharmacy in History*, membership and leadership development, raising the AIHP profile among national pharmacy associations, and maintaining a strong link between AIHP and the University of Wisconsin-Madison School of Pharmacy). The floor was opened to Dean Swanson who expressed his appreciation at having the AIHP located at the school.

Zellmer also reviewed the National Pharmacy Association Sponsorship program, new AIHP awards, the International Congress for the History of Pharmacy, and a 2016 project of updating the AIHP bylaws. (Appendix C)

c) Secretary Buerki

Secretary Buerki announced that the organizational, membership, and business affairs of the Institute are in good condition. He summarized the programming of the past year, reported on the membership numbers, and the status of AIHP recognition programs (Appendix D). An AIHP member had a question about the communication mechanism for members, and it was acknowledged that additional mechanisms for communicating with membership would be useful and are being developed.

d) Treasurer Ridgway

Treasurer Ridgway summarized the financial status of the AIHP (Appendix E) for fiscal year 2014-15, and 2015-16 with regard to income and expenses. Ridgway noted that increased income allowed the board to vote increase the Executive Director's salary to 100% beginning in October 2015.

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#### REPORTS OF COMMITTEES

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a) Membership

Secretary Buerki reviewed the membership levels over the past few years (Appendix F). He suggested that better communication would be necessary to avert a continuation of the slow decline in AIHP membership. AIHP member Eric Mack offered to talk separately with Director Higby about possible membership promotion opportunities.

b) Historical Studies

Higby updated the teleconference participants concerning the efforts to help instructors with history of pharmacy courses. Survey results will direct the committee to identifying the real needs of the schools of pharmacy. Higby has been working with Buerki on making online history modules available to schools.

c) Nominating

Zellmer reported on the work of the nomination committee (Zellmer, Ridgway, Higby): nominating Angela Long for the At-Large Board position. Zellmer called for any additional nominations from the floor. Hearing no additional nominations, the nominations were closed. Angela Long has accepted the nomination.

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#### REPORT ON NATIONAL PHARMACY ASSOCIATION SPONSORSHIP PROGRAM

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Zellmer supplemented his President's Report with respect to the National Pharmacy Association Sponsorship program, noting that five organizations have thus far made a commitment. The question of comparable programs for historical societies will be the subject of future Board discussions. A return to the Joint Commission of Pharmacy Practitioners will most likely occur every two or three years.

Higby asked if there were any questions about the Urdang Chair that were not covered in his Director's Report. He added that the additional administrative assistant support position in the Social and Administrative Sciences Division further adds to the connection between AIHP and the School of Pharmacy.

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#### INTERNATIONAL CONGRESS FOR THE HISTORY OF PHARMACY (USA 2019)

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Higby briefly described the AIHP's part in hosting the International Congress in September of 2019, in Washington, DC. "History of Pharmacopoeias" will be the conference theme, and there will be opportunities for AIHP members in the contributed papers sessions and in the hosting of the event.

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#### OPPORTUNITIES FOR VOLUNTEERS

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Higby described ways that members can volunteer through social media: posting to Facebook, and supplying links to interesting stories. In addition, he asked members to send photos and other materials that document pharmacy in their locale.

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#### OLD BUSINESS

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There was no old business.

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#### NEW BUSINESS

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There was no new business.

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#### OPEN COMMENT PERIOD

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Ben Urick (AIHP member), commented on the availability of EPIQ program courses on pharmacy quality, on the availability of electronic courses, and on his use of different resources for presenting a history of pharmacy lecture at Iowa where he is a Ph.D. student.

Robert Buerki suggested including professional ethics as part of the AIHP Mission in the upcoming revision of the bylaws. There appears to be consensus within the board that ethics is part of the scope of Institute activities.

Zellmer asked for feedback from participants on the webinar format. The response was affirmative—the webinar format and the expanded agenda were well-received.

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#### ADJOURNMENT

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The meeting was adjourned at 2:40 pm EST.

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#### APPENDICES

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- A: Minutes from 2014 Business Meeting
- B: Director's Report
- C: President's Report
- D: Secretary's Report
- E: Treasurer's Report
- F: Membership Report