

**Kansas State Board of Pharmacy  
Minutes of the December 12, 2008  
Board Meeting**

December 12, 2008  
Kansas State Capitol Building  
1st Floor, Room 143N  
10<sup>th</sup> and Jackson  
Topeka, KS

**Friday, December 12, 2008**

**Meeting Called to Order:** President JoAnne Gilstrap called the meeting to order at 1:00am.

**Members Present:** JoAnne Gilstrap, R.Ph., President; Karen Braman, R.Ph., Vice-President; Michael Coast, R.Ph.; Frank Whitchurch, R.Ph. ; and Nancy Kirk, Public Member

**Members Not Present:** Shirley Arck, Pharm. D, Investigative Member

**Staff Present:** Debra Billingsley, Executive Secretary; and Christina Morris, Assistant Executive Director

**Budget:**

The Board discussed the STARS Daily Report to evaluate the Board's financial status. Debra Billingsley explained the sheet in depth and talked about the amount the Board has in KSIP funds, the Pharmacy Fee Fund, encumbered funds, and hospitality funds. The Board also discussed the status of re-issuing an RFP for licensing software.

**Executive Session**

A motion was made and seconded to go into executive session for 30 minutes to discuss personnel issues and to reconvene in 30 minutes in the same room. Those present were the Board members and Debra Billingsley, Executive Secretary. (Whitchurch/Braman). Motion passed.

Ms. Gilstrap reconvened the meeting at 2:00 p.m. The Executive Secretary was given recommendations on how to handle the work load in the absence of the staff position that was not filled and which has been vacant for the past several months.

**Adjourn:** Ms. Gilstrap adjourned the public meeting at 2:10 p.m.