

**FLORIDA SOCIETY OF MEDICAL ASSISTANTS
EXECUTIVE COUNCIL MEETING
OCTOBER 16, 2010**

The Executive Council meeting of the Florida Society of Medical Assistants was called to order at 7:30 PM, by President Jeanne Von Ohlsen, CMA (AAMA). The roll was called by Mary Morris, CMA (AAMA), FSMA Secretary, to establish a quorum.

ROLL CALL

President	Jeanne Von Ohlsen, CMA (AAMA)	Present
President Elect	Marsha Benedict, CMA (AAMA)	Present
Vice President	Judy Seymour, CMA (AAMA)	Present
Secretary	Mary Morris, CMA (AAMA)	Present
Treasurer	Mary Lou Allison, CMA-C (AAMA)	Present
Speaker GA	Deniece Jozefiak, CMA (AAMA)	Absent
Vice Speaker GA	Agnes Foxall, CMA (AAMA)	Present
Immediate Past President	Saundra Richardson-Brown, CMA (AAMA)	Present

CHAPTER REPRESENTATIVES

Brevard	Ofelia Sunde, CMA (AAMA)	Present
Central Gulf Coast	Patricia Allen, CMA (AAMA)	Absent
Everglades	Karin Applegate, CMA (AAMA)	Absent
Central Florida	Maria Wiegelmann, CMA (AAMA)	Present
Southeast	Joyce Baldwin, CMA (AAMA)	Present
Southwest	Ruth Lapio, CMA (AAMA)	Present
Treasure Coast	Pam Giannone, CMA (AAMA)	Present

COMMITTEE CHAIRS

Budget/Finance	Mary Lou Allison, CMA-C, (AAMA)	Present
Bylaws/P & P	Christine Petsalis, CMA (AAMA)	Present
Certification	Christine Petsalis, CMA (AAMA)	Present
Communications	Mary Lou Allison, CMA-C, (AAMA)	Present
	Virginia Halligan, CMA (AAMA)	Present
Education	Maria Wiegelmann, CMA (AAMA)	Present
Educators Forum	Theresa Errante-Parrino, CMA (AAMA)	Present
Leadership	Marsha Benedict, CMA (AAMA)	Present
Marketing	Betty Springer, CMA (AAMA)	Absent
Meeting Coordinator	Maria Wiegelmann, CMA (AAMA)	Present
Membership	Judy Seymour, CMA (AAMA)	Present
Nominating	Marsha Benedict, CMA (AAMA)	Present
Public Policy	Bonnie Chrimes, CMA (AAMA)	Present

PHYSICIAN LIAISON

Physician Liaison	Joel Martin, MD	Absent
-------------------	-----------------	--------

SEATING OF THE PROXIES

Motion was made to accept the seating of Carol Francis, CMA (AAMA), for the Central Florida Chapter and Kathryn Panagiotacos, CMA (AAMA), for the Central Gulf Coast Chapter. Judy Seymour, CMA (AAMA) made the motion. Agnes Foxall, CMA (AAMA) seconded the motion. There was no discussion. **MOTION CARRIED.** The proxies were seated.

There was a quorum present.

The minutes of the May 2, 2010 Executive board meeting were available on line and distributed as needed at the meeting. President Von Ohlsen asked for any corrections, additions, or deletions to these minutes. Judy Seymour, CMA (AAMA) made a motion to accept the minutes as written. Marsha Benedict, CMA (AAMA), seconded the motion. There was no discussion. **MOTION CARRIED.** The May 2, 2010 minutes will be filed as written.

TREASURER REPORT

Checking: \$20,953.17 Money Market: \$22, 333.88 Balance: \$43,287.05

The treasurer requests all expenses be sent to her ASAP so that checks can be sent out. The treasurer's report will be filed for audit. No bills over budget were presented.

OFFICER REPORTS

President Jeanne Von Ohlsen, CMA (AAMA) On file

President Elect Marsha Benedict, CMA (AAMA) On file

Vice President Judy Seymour, CMA (AAMA) On file

Secretary Mary Morris, CMA (AAMA) On file

Treasurer Mary Lou Allison, CMA-C, (AAMA) On file

Speaker of GA Deniece Jozefiak, CMA (AAMA) Verbal by Agnes
Annual reports will need to be submitted to the Speaker by **3/1/11**. In the absence of the Speaker, it was decided to table a discussion until the January meeting about donating \$50.00 to the color guard for the GA. Mary Morris, CMA (AAMA) was asked and agreed to be the Reference committee chair.

Vice Speaker of GA Agnes Foxall, CMA (AAMA) On file

Immediate Past President Sandra Richardson-Brown, CMA (AAMA) On file

CHAPTER REPRESENTATIVES REPORTS

Brevard	Ofelia Sunde, CMA (AAMA)	On file
Central Gulf Coast	Patricia Allen, CMA (AAMA)	On file
Everglades	Karin Applegate, CMA (AAMA)	On file
Central Florida	Maria Wiegelmann, CMA (AAMA)	On file
Southeast	Joyce Baldwin, CMA (AAMA)	On file
Southwest	Ruth Lapio, CMA (AAMA)	On file
Treasure Coast	Pam Giannone, CMA (AAMA)	On file

A press release was shared concerning the CMA that was in the newspaper.

EXECUTIVE COMMITTEE REPORTS

Budget & Finance	Mary Lou Allison, CMA-C, (AAMA)	On file
Bylaws/Policy&Procedures	Christine Petsalis, CMA (AAMA)	On file
Certification	Christine Petsalis, CMA (AAMA)	Verbal

*A list of those passing the CMA exam and Recertifying CMA'S from the last year will be requested from AAMA so mailings/emails can be sent out inviting them to the CMA luncheon.

Communication	Mary Lou Allison, CMA-C, (AAMA) Virginia Halligan, CMA (AAMA)	No report
---------------	--	-----------

Education	Maria Wiegelmann, CMA (AAMA)	On file
-----------	------------------------------	---------

*Maria will remain the education chair through the May 2011 FSMA conference. The committee will remain the same as the previous year. The committee met after the seminar to discuss speakers for the 1/22/11 seminar. The Central Gulf Coast chapter will work to provide speakers for the January meeting. Several topics/ideas for speakers were discussed.

Educators Forum	Theresa Errante-Parrino, CMA (AAMA)	On file
Leadership	Marsha Benedict, CMA (AAMA)	On file
Marketing	Betty Springer CMA-C, (AAMA)	Absent/No report

Meeting Coordinator	Maria Wiegelmann, CMA (AAMA)	On file
---------------------	------------------------------	---------

*Discussion concerning the 10/15/2011 Fall seminar, Maria Wiegelmann, CMA (AAMA), made a motion to have the meeting at the Crowne Plaza Jacksonville Riverfront. Sandra Richardson-Brown, CMA (AAMA), seconded the motion. **Motion carried.**

*A committee will be formed to discuss how to restructure the Annual FSMA meeting to best meet the needs of all members. Maria made a motion to eliminate the Welcome Party from the Annual FSMA meeting. Agnes Foxall, CMA (AAMA), seconded the motion. Discussion was had. **Motion carried.** Discussion was also had to discontinue door prizes at the annual meeting. Christine Petsalis, CMA (AAMA), made the motion and Marsha Benedict seconded. **Motion carried.** The Country Store will continue but possibly will be scaled down to help cut down on time spent at the Awards Brunch. Mary Lou Allison, CMA-C, (AAMA) will oversee the Program ads/books for the Annual FSMA meeting.

PAGE 4 EXECUTIVE COUNCIL MEETING
OCTOBER 16, 2010

Membership	Judy Seymour, CMA (AAMA)	On file
Nominating	Marsha Benedict, CMA (AAMA)	Verbal
*Consent to serve forms were given to several members. Please see Marsha if interested in an office/chair position/delegate to National for May 2011-May 2012.		
Public Policy	Bonnie Chrimes, CMA (AAMA)	On file
Physician Liaison	Joel Martin, MD	No report

CORRESPONDENCE

*Don Balasa from AAMA sent a thank you note to FSMA concerning the AAMA National Conference in Lake Buena Vista, FL. An email was also received by Boni Bruntz, AAMA National President.

*Theresa Errante-Parrino, CMA (AAMA) and Judy Seymour reported on their visit to St. Augustine.

*FSMA was the recipient of two awards at the AAMA National Conference, membership recruitment and student membership recruitment. Congrats! The FA Davis Award winner was a Florida member. Congrats!

*FSMA received a card from Betty Springer, CMA (AAMA), thanking FSMA for the flowers given to her at the AAMA Presidents Banquet. Congratulations to Florida's own, Betty as AAMA's National President!

*Paperwork for having a AAMA National Representative for our May Conference is due 10/31/10. Julie Flaaten –WI, Paula Purdie- OR, and Patricia Hightower-WA are the names FSMA will submit for consideration by the deadline date.

OLD BUSINESS

Mary Lou tested and purchased a scanner for FSMA. She is working out the kinks and hopes to make FSMA green in the near future. As time allows, the documents will be scanned into the computer. Documents need to be submitted clean, in order, and **without** staples or paperclips.

UNFINISHED BUSINESS

Future meeting locations: January 22, 2011 – Crowne Plaza Tampa Westshore; April 28-May 1, 2011 - Holiday Inn, Orlando; October 15, 2011 – Crowne Plaza Jacksonville Riverfront. The Central Gulf Coast chapter will coordinate the education for January. Ideally, the hosting area will coordinate the education for each of the meetings.

The January meeting and seminar will be held on 1/22/11 at the Crowne Plaza Tampa Westshore 5303 W Kennedy Blvd. Tampa FL 33609, 813-289-1950. The rate is 109.00- single thru quad – hot buffet breakfast in included for the first 2 people in the room. For additional dining choices, the Westshore Mall is a 5-10 minute walk from the hotel with four restaurants and a food court. The hotel has nice size rooms, the conference rooms are large and well set up, and lunch will be a buffet style like the Holiday Inn.

NEW BUSINESS

A link to the hotels web site for the January meeting will be linked at the FSMA web site for directions and further information concerning the hotel.

ANNOUNCEMENTS

Do not forget to make your hotel reservations for the January meeting.

Upon completion of the minutes, they will be placed on the FSMA web site for review.

Thanks to all who worked on behalf of the National Conference, it was great!

There being no further business to be brought before the FSMA Executive Council, the meeting was adjourned by President Jeanne Von Ohlsen, CMA (AAMA) at 9:10 PM.

Minutes submitted by:

Mary Morris, CMA (AAMA), FSMA Secretary 2010 - 2011