

**FLORIDA SOCIETY OF MEDICAL ASSISTANTS  
POST CONVENTION  
EXECUTIVE COUNCIL MEETING  
MAY 2, 2010**

The Executive Council meeting of the Florida Society of Medical Assistants was called to order at 7:40 AM, 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)	Present
Vice Speaker GA	Agnes Foxall, CMA (AAMA)	Present
Immediate Past President	Sandra Richardson-Brown, CMA (AAMA)	Present

**CHAPTER REPRESENTATIVES**

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

**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
	<b>(October 16, 2010 meeting only)</b>	
Educators Forum	Theresa Errante-Parrino, CMA (AAMA)	Present
Leadership	Marsha Benedict, CMA (AAMA)	Present
Marketing	Betty Springer, CMA (AAMA)	Present
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

Present

**SEATING OF THE PROXIES**

Motion was made to accept the seating of Theresa Errante-Parrino, CMA (AAMA) for Treasure Coast. Deniece Jozefiak, CMA (AAMA) made the motion. Agnes Foxall, CMA (AAMA) seconded the motion. There was no discussion. **MOTION CARRIED.**

There was a quorum present.

The minutes of the April 29, 2010 Executive board meeting were distributed. An updated list of emails will be obtained so that the minutes can be distributed in a timely manner to the Executive council members.

President Von Ohlsen asked for any corrections, additions, or deletions to these minutes. Bonnie Chrimes, CMA (AAMA) made a motion to accept the minutes as corrected. Judy Seymour, CMA (AAMA), seconded the motion. Kristina Honeycutt was to be seated as a proxy for Treasure Coast. During the meeting it was discussed she can sit as a proxy, but would have no voting power due to being a student. Her name was deleted as a proxy. There was no further discussion. **MOTION CARRIED.** The April 29, 2010 minutes will be filed as corrected.

**TREASURER REPORT**

Checking: \$20,345.87

Money Market: \$22, 322.67

Balance: \$42,668.54

This balance does not reflect any income or expenses from this conference. 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.

**CORRESPONDENCE**

None

**OFFICER REPORTS**

President	Jeanne Von Ohlsen, CMA (AAMA)	No report
President Elect	Marsha Benedict, CMA (AAMA)	No report
Vice President	Judy Seymour, CMA (AAMA)	No report
Secretary	Mary Morris, CMA (AAMA)	No report

FSMA EXECUTIVE COUNCIL MEETING  
MAY 2, 2010 **PAGE 3**

Treasurer Mary Lou Allison, CMA-C, (AAMA) Verbal  
Mary Lou Allison, CMA-C, (AAMA), made a motion for permission to set up electronic banking and bill pay for FSMA. This will simplify things when it comes to paying bills and accessing the FSMA account. The President, Vice President and Treasurer will have the password. Sandra Richardson-Brown, CMA (AAMA) seconded the motion. There was no further discussion. MOTION CARRIED.

Speaker of GA Deniece Jozefiak, CMA (AAMA) No report

Vice Speaker of GA Agnes Foxall, CMA (AAMA) No report

Immediate Past President Sandra Richardson-Brown, CMA (AAMA) No report

**CHAPTER REPRESENTATIVES REPORTS**

Brevard Ofelia Sunde, CMA (AAMA) No report

Central Gulf Coast Patricia Allen, CMA (AAMA) No report

Everglades Karin Applegate, CMA (AAMA) No report

Central Florida Maria Wiegelmann, CMA (AAMA) No report

Southeast Joyce Baldwin, CMA (AAMA) No report

Southwest Ruth Lapio, CMA (AAMA) No report

Treasure Coast Pam Giannone, CMA (AAMA) Verbal

Theresa Errante-Parrino, CMA (AAMA), Proxy, thanked everyone for showing an interest in the students in attendance at the conference.

**EXECUTIVE COMMITTEE REPORTS**

Budget & Finance Mary Lou Allison, CMA-C, (AAMA) No report

Bylaws/Policy&Procedures Christine Petsalis, CMA (AAMA) No report  
Committee members: Kathryn Panagiotacos, Judy Seymour, Joann Morris  
\*Mary Lou asked that the treasurer's job description include online banking and bill pay.

Certification Christine Petsalis, CMA (AAMA) No report  
Committee members: Maria Wiegelmann, Sandra Richardson-Brown,  
Mary Lou Allison, Patricia Allen

Communication Mary Lou Allison, CMA-C, (AAMA) Verbal  
Virginia Halligan, CMA (AAMA)

\*Each chapter is responsible for submitting updates for their chapter page on the FSMA web site. Betty Springer, CMA-A, (AAMA) agreed to be a member of the communication committee.

FSMA EXECUTIVE COUNCIL MEETING  
MAY 2, 2010 **PAGE 4**

Education	Maria Wiegelmann, CMA (AAMA) <b>(Chair for October only)</b>	Verbal
-----------	---	--------

\*Education is pretty much set for the October meeting. Two of the speakers not able to speak in May are able to speak in October. The agenda will be on line once complete.

Educators Forum	Theresa Errante-Parrino, CMA (AAMA)	No report
Leadership	Marsha Benedict, CMA (AAMA)	No report
Marketing	Betty Springer CMA-C, (AAMA)	No report
Meeting Coordinator	Maria Wiegelmann, CMA (AAMA)	No report
Membership	Judy Seymour, CMA (AAMA)	No report
Nominating	Marsha Benedict, CMA (AAMA)	No report
Public Policy	Bonnie Chrimes, CMA (AAMA)	Report Distributed
Physician Liaison	Joel Martin, MD	No report

**UNFINISHED BUSINESS**

There was no unfinished business to discuss.

**NEW BUSINESS**

**Future meeting locations** – Since our contract with the Holiday Inn in Orlando expires after our October 16, 2010 meeting, we must find a new meeting location. Many ideas and thoughts were tossed around concerning this matter. After much debate and discussion, Mary Lou Allison, CMA-C, (AAMA) made a motion that the FSMA January meeting for 2011 be held on the West coast, the May conference remain in Orlando, and the October meeting be on the East coast. Deniece Jozefiak, CMA (AAMA) seconded the motion. No further discussion. **MOTION CARRIED.** It was noted that the Central Gulf Coast chapter would be willing to find speakers for the January 2011 meeting since the meeting will be held in their area. Chapter members/volunteers needed to find speakers for the May 2011 meeting in Orlando and the October 2011 meeting on the East Coast.

**Strategic Plan Implementation** – With the move of the meetings all committees will have to be involved with helping to carry out the strategic plan.

Mary Lou will look into E-Blasts to help get the word out. (Lisa Lee's husband is familiar with this form of communication, Mary Lou to contact him.) Betty Springer, CMA-C, (AAMA), chair of the strategic planning committee, will get with Jeanne Von Ohlsen, CMA (AAMA), to see how to best distribute the duties of the strategic plan.

**Educators Forum** - No discussion.

**Education Sponsorship for National Conference** – It was the consensus of the executive council that the AAMA National Conference is hosted by the national office and FSMA does not need to additionally fund for the education at the conference. There will be no contribution from Florida this year.

### **ANNOUNCEMENTS**

The minutes from the General Assembly will be placed on the FSMA web site for all to review.

A special thanks to Lisa Lee, CMA (AAMA), our AAMA Representative for coming to Florida for our annual conference.

Thanks to Carol Francis, CMA (AAMA), Meeting Coordinator, and her committee for all their hard work in making this a great weekend. Carol is in our thoughts and prayers during this difficult time with the illness of her husband.

For those interested, go to the South East web site to check out the questionnaire that was done for their members. Also, Tenet physicians group is hiring CMA'S (AAMA).

Do not forget to make your hotel reservations for the October meeting. The code for the hotel is **PLN** for the group rate.

The next board meeting is Saturday, October 16, 2010 at 7:30 PM at the Holiday Inn, Orlando. Maria Wiegmann, CMA (AAMA), will be handling registration for the October meeting only.

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 9:00 AM.

Minutes submitted by:

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