Florida Society of Medical Assistants, Inc.

March 1, 2011

TO: Deniece Jozefiak, CMA (AAMA)
Speaker of the General Assembly

Agnes Foxall, CMA (AAMA)
Vice Speaker of the General Assembly

FROM: Mary Morris, CMA (AAMA)
FSMA Secretary

RE: Annual Report

This officer has seen to the duties of FSMA Secretary as outlined in the Policy and Procedure Manual. A few minor suggestions were given to the Bylaws/Policy and Procedures chair, Christine Petsalis, CMA (AAMA), for consideration of possible revision of the Secretary's duties.

This officer has been available to the executive board and all members as needed. For those who helped this officer by being her second set of ears and eyes as she worked to put some of the minutes together without the use of the recorder, a big thanks to you! As a team, things work out in the end.

The January 22, 2011 minutes have been typed and will be sent to the President and the Speaker of the General Assembly for posting on the FSMA web site and to be included in the GA packet. The Post Convention May 2, 2010 minutes as well as the October 16, 2010 minutes are on the FSMA web site under the Reports section.

This officer was in attendance at the AAMA National Conference, September 24-27, 2010 in Lake Buena Vista, FL. It was this officer's pleasure to serve as one of the delegates representing the state of Florida. The education was exceptional and offered many CEU'S in all categories. It is always nice to network and socialize with other CMA'S from around the US.

It has been a pleasure for this officer to serve as your FSMA Secretary this past year.