Florida Society of Medical Assistants, Inc.

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

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

FROM: Marsha L. Benedict, MSA, CMA-A (AAMA), CPC
FSMA President Elect

Date: April 29, 2011

RE: President Elect Report

This officer has been available via email or by phone as needed and attended and upheld all duties as outlined.

All emails received have been answered in a timely manner.

Attended the AAMA Annual Conference as a delegate. Attended all functions as assigned and submitted a written report.

This officer has worked with conference committee with regard to restructuring the annual conference. Submitted information for Annual conference leadership speaker,

Corresponded with members of the Southwest Chapter regarding new chapter development and providing CEU's in their area.

Worked with the Policies and Procedures committee to update the documents and developed new guidelines for delegates and alternates to AAMA House of Delegates.