FLORIDA SOCIETY OF MEDICAL ASSISTANTS, INC

January, 8, 2011

Jeanne Von Ohlsen, CMA-A (AAMA)
FSMA President
FSMA Executive Council

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

RE: Winter Seminar Report

This officer looks forward to being speaker of the General Assembly for the upcoming year.

This officer has been in contact via e-mail with the Vice Speaker of the General Assembly. After the upcoming FSMA meeting the Speaker and Vice Speaker will be meeting to work on the agenda for the FSMA General Assembly to be held on April 29, 2011. This officer did not attend the fall meeting and understand issues regarding the General Assembly will be discussed at the upcoming meeting. The Speaker/Vice Speaker will be looking for volunteers for the following committees:

Reference Committee Chair-Mary Morris, CMA (AAMA)
Minutes Committee Chair-Adie DeLaGuardia-Piz, CMA (AAMA)
Teller Chair
Credentials Chair-Virginia Halligan, CMA (AAMA)
Parliamentarian-NEED
Time Keeper-NEED
Sergeant at Arms-NEED
Pages/Tellers-NEED

If you are interested in being a chair or on a committee please let the Speaker and/or Vice Speaker know.

The dead line for your annual report will be March 1, 2011. This officer requests that all reports be in Arial font size 12. Please use 1 inch margin for top and bottom and .75 for the right and left margins. This way the packet will look professional when it is put together. Please address all reports to the Speaker and Vice Speaker and not the FSMA President.

Reports not turned in by the set deadline will not be considered for discussion.

By law changes need to be turned in to the Speaker/Vice Speaker by March 1, 2011, as this will give the Bylaw/Policy Chair time to turn them into to the Speaker and Vice Speaker. (Deadline to get reports to that chair will be determined my that chair)

This officer recommends that two ballots be placed in the packet. The first would be the proposed ballot-one that all voting members can write the names of write in candidates and the other a ballot that can be used for voting. The voting member would re-write the candidate of their choice (only the add on's-the names sent in ahead of time would remain on the second ballot) and mark an X for whom they would like to choose. The reasoning behind this is that it takes too long to print new ballots with the add on's during the General Assembly. This will save time and the General Assembly can continue and not worry about waiting for new ballots.

This officer recommends that FSMA set aside in the budget monies to donate to use Commander Wood and the VFW Post # 2487 to post colors and take care of the National Anthem and the Pledge of Allegiance at the upcoming and all future FSMA General Assemblies. Members and students have expressed how deeply moved during the last two General Assemblies they were during the presentation. This is impressive and a professional look for FSMA.