

**FLORIDA SOCIETY OF MEDICAL ASSISTANTS  
PRE CONFERENCE EXECUTIVE COUNCIL MEETING  
BEST WESTERN LAKE BUENAVISTA  
ORLANDO, FL  
APRIL 20, 2018**

The Executive Council meeting of the Florida Society of Medical Assistants was called to order at 2:09 PM, by President Judy Seymour, CMA (AAMA). The roll was called by Mary Morris, CMA (AAMA), FSMA Secretary, to establish a quorum.

**ROLL CALL**

President	Judy Seymour, CMA (AAMA)	Present
Secretary	Mary Morris, CMA (AAMA)	Present
Treasurer	Mary Lou Allison, CMA-C (AAMA)	Present
Speaker GA	Patricia Allen, CMA (AAMA)	Present
Vice Speaker GA	Kathryn Panagiotacos, CMA (AAMA)	Present
Immediate Past President	Maria Wiegelmann, CMA (AAMA)	Present

**CHAPTER REPRESENTATIVES**

Brevard	Kathleen Quinn, CMA (AAMA)	Present
Central Gulf Coast	Patricia Allen, CMA (AAMA)	Present
Central Florida	Maria Wiegelmann, CMA (AAMA)	Present
Mid-Gulf	Debra K. Hancock, CMA (AAMA)	AB/excused
North Florida	Loxie Kistler, CMA (AAMA)	Present
Southeast	Joyce Baldwin, CMA (AAMA)	AB/Excused
Southwest	Deniece Jozefiak, CMA (AAMA)	Present
Treasure Coast	Theresa Errante-Parrino, CMA (AAMA)	Present

**COMMITTEE CHAIRS**

Budget/Finance	Mary Lou Allison, CMA-C, (AAMA)	Present
Bylaws/P & P	Carol Francis, CMA (AAMA)	Present
Continuing Education	Maria Wiegelmann, CMA (AAMA)	Present
Marketing/Community Outreach	Betty Springer, CMA (AAMA)	Present
Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)	Present
Membership/Certification	Christine Petsalis Giri, CMA (AAMA)	Present
Nominating	Marsha Benedict, CMA-A (AAMA)	Present
	Co Chair: Christine Petsalis Giri, CMA (AAMA)	

**PHYSICIAN LIAISON**

Physician Liaison	Joel Martin, MD	Absent
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\*Per Maria Wiegelmann, CMA (AAMA), Shirlee Dickson, CMA (AAMA) called to extend her best wishes and Dr. Martin sends his best wishes for a successful meeting as they both could not attend.

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### **SEATING OF THE PROXIES**

There were no proxies to be seated.

There was a quorum present.

President Seymour extends a warm welcome to AAMA VP Susan Hawes, CMA (AAMA). She is here to answer any AAMA questions that anyone may have.

The minutes of the November 4, 2017 Executive council meeting were posted online. Maria Wiegelmann, CMA (AAMA) notes that on line 111 the dollar amount should be \$2,000.00 not \$1,500.00 for April meeting keynote speaker Marcus Engel. His regular fee is \$15,000 so that is where the confusion may have come in. The minutes will be corrected accordingly and sent to Mary Lou for posting on the FSMA website.

### **TREASURER REPORT**

Checking: \$17,916.70                      Savings: \$22,384.65                      Balance: \$40,301.35  
Balance above is as of 4/19/18. The treasurer's report will be filed for audit. No bills over budget were presented. Mary Lou does note that \$4,569.28 has been paid in advance for the FSMA Annual meeting for 2019 (reason the checking account balance is a little lower than it normally is at this time) and that \$3,997.82 was prepaid for this Annual meeting. Any extra little charges for this Annual meeting have not been figured in yet.

Betty Springer, CMA, (AAMA) acknowledged the diligence of Maria Wiegelmann, CMA (AAMA) and Marsha Benedict, CMA-A, (AAMA) for keeping our overall costs down for the hotel and registration fee. Many thanks to the both of them.

### **OFFICER REPORTS**

President	Judy Seymour, CMA (AAMA)	Online
Secretary	Mary Morris, CMA (AAMA)	Online
Treasurer	Mary Lou Allison, CMA-C, (AAMA)	See above

\*Quicken is not working now, but Mary Lou can still write checks out of it and that is what she uses it for anyway. The rest of the information is taken from the bank website anyway.

Speaker of GA	Patricia Allen, CMA (AAMA)	Online
Vice Speaker of GA	Kathryn Panagiotacos, CMA (AAMA)	Online
Immediate Past President	Maria Wiegelmann, CMA (AAMA)	Online

### **CHAPTER REPRESENTATIVE REPORTS**

Brevard	Kathleen Quinn, CMA (AAMA)	Online
Central Gulf Coast	Patricia Allen, CMA (AAMA)	Online

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Central Florida	Maria Wiegelmann, CMA (AAMA)	Online
Mid-Gulf	Debra K. Hancock, CMA (AAMA) AB	No report
North Florida	Loxie Kistler, CMA (AAMA)	Online
Southeast	Joyce Baldwin, CMA (AAMA) AB	Online
Southwest	Deniece Jozefiak, CMA (AAMA)	Online
*There was no April meeting. Chapter officers will be elected on 5/3/18 and names will be sent to AAMA and FSMA.		
Treasure Coast	Theresa Errante-Parrino, CMA (AAMA)	Online

### EXECUTIVE COMMITTEE REPORTS

Budget & Finance	Mary Lou Allison, CMA-C, (AAMA)	Online
Bylaws/P&P	Carol Francis, CMA (AAMA)	Online
Continuing Education	Maria Wiegelmann, CMA (AAMA)	Online
Marketing/Community Outreach	Betty Springer, CMA-C, (AAMA)	Online
Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)	Online
Membership/Certification	Christine Petsalis Giri, CMA (AAMA)	No report
Nominating	Marsha Benedict, CMA-A (AAMA)	Online
Physician Liaison	Joel Martin, MD Absent	No report

### CORRESPONDENCE

\* In January 2018 from Debby B. Houston, CMA (AAMA) CPC, AAMA Speaker of the House: Florida's active and associate members as of 8/31/17 was 828 which entitles Florida to seat 4 delegates at the 2018 AAMA House of Delegates at the 62nd Annual AAMA Conference in Salt Lake City, Utah September 14-17, 2018. The notification of delegates and alternates elected must be received by the AAMA Executive office no later than 6/1/18. Judy will provide the form to the newly elected FSMA President.

\*Highlights of the February 9-10, 2018 AAMA BOT/Endowment meetings were received in March 2018. AAMA Vice President Hawes is encouraging members to explore the idea of volunteering for a leadership role at the National level. Forms are available online to download.

### OLD BUSINESS

NONE

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### **UNFINISHED BUSINESS**

\*David Knight Memorial Fund- Marsha Benedict, CMA-A, (AAMA) reports that some tweaking had to be done to clarify the guidelines for future recipients of the awards. 1. Three names will be drawn from the attendance list of first time attendees (active, associate, student) at the Annual FSMA meeting. Names will be drawn at the Country Store or selected time by the Executive Board. 3. The funds must be used for one FSMA Annual conference or two FSMA fall conferences. 4. The certificate expires 2 years from the award and is nontransferable. 5. The three recipients will be given a certificate stating on their award, FSMA is honored to present (name of recipient), in David Knight's honor, a monetary gift of \$100.00.

\*The Ad Hoc Committee for the exploration of adding Associate member rights to vote and hold leadership positions will be discharged. Judy Seymour, CMA (AAMA) thanked Loxie Kistler, CMA (AAMA) and her committee for working so quickly and working together to get the job done.

### **NEW BUSINESS**

NONE

#### **Additional Comments:**

Betty Springer, CMA-C (AAMA), marketing chair, reports positive feed back and full support from the Florida Association of Nurse Practitioners. Betty is waiting to hear back from the Florida PA Association as they are doing some reorganization as well as the Florida Medical Association. Betty met with the Palm Beach County Medical Association yesterday and will report back with the outcome of the second meeting with any items that need to be carried out.

Betty thanked Chuck Cleary, CMA (AAMA) and Theresa Errante-Parrino, CMA (AAMA) for their contribution in making the online CEU'S come to life. In the first 3 days after launch of the online CEU'S, we had 57 participants with all but 3 being CMA'S. Topics for the online CEU'S are: Vaccines for Children contributed by Chuck and Hand Hygiene contributed by Theresa.

Mary Lou Allison CMA-C, (AAMA), let everyone know that the new FSMA computer was purchased and is being used at this meeting. A decision needs to be made in how to best get rid of the old computer. After discussion it was decided that we will raffle it off in the Country Store with chances being sold for \$1.00.

Maria Wiegelmann, CMA (AAMA) reports that there were 98 registered for this annual meeting.

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**ANNOUNCEMENTS**

\*The 62nd Annual AAMA National Conference will be held in Salt Lake City, Utah September 14-17, 2018 at the Hilton Salt Lake City Center.

\*The FSMA fall seminar/executive council meeting will be November 17, 2018 at the Double Tree by Hilton, Sunrise, Florida.

\*Chapters need to email Mary Lou your meeting and seminar dates so that they can be listed on the events page of the FSMA website and included in the Eblasts that Betty sends out to members.

\*Mary Lou thanks Judy for a great year as FSMA President. A round of applause was given to Judy.

There being no further business to be brought before the FSMA Executive Council, the meeting was adjourned by President Judy Seymour, CMA (AAMA) at 2:29 PM.

Minutes submitted by:

Mary Morris, CMA (AAMA)  
FSMA Secretary 2018-2019