FLORIDA SOCIETY OF MEDICAL ASSISTANTS

TO: Florida Executive Council
Committee Chairs
Chapter Representative

FROM: Marsha Benedict, MSA, CMA-A (AAMA) CPC
Meeting Coordinator Chair (Hotel)

Date: October 26, 2013

All arrangements were made for the Annual 2013 Conference held at the Courtyard by Marriott 3436 N Atlantic Ave, Cocoa Beach, Fl 32931. The conference was well attended. Speakers were excellent. Total in attendance was 44.

The Fall Conference will be held at the Holiday Isle Oceanfront Resort, 860 A1A Beach Blvd, St. Augustine, Fl 32080; 904-471-2555, October 26, 2013. Hotel rooms may be reserved at the rate of $80 per night Oct 25 and 26, 2013. HPN Global has been a great help finding hotels. I will continue to use their help when necessary. Also thank you to Gayle for spending the time to take a look at the hotel and giving us a list of sites to visit. Thank you Heidi, Gayle and Theresa for an excellent list of speakers. Thank you Ruth for the efficient registration form. Thank you Betty for the eblast and Mary Lou for the web site information and anyone else that helped make this conference look very inviting.

The board decided to do away with the continental breakfast, therefore there will be no breakfast at the Fall Conference.

Arrangements have been made with the Crowne Plaza TampaWestshore; 5303 West Kennedy Boulevard; Tampa Fl 33609. Date to be held October 25, 2014. We only had to guarantee 15 rooms and I negotiated a price of $109, single; $114, double; 119, triple; and $124 Quad. The reason for the different rate is that the hotel provides breakfast vouchers (l voucher per 40 consumed). The cut-off date is October 3, 2014. Reservations may be made by calling 888-233-9527 or using www.cptampawestshore.com and indicating the group name.

Arrangements have been made with the Holiday Inn-Orlando International Airport at 5750 T.G. Lee Blvd, Orlando, Florida; 407-851-6400 for the Annual Conference May 2-May, 2014 at a rate of $99.

This chair would like to ask get the approval of the board to investigate other arrangement for the next annual meeting; to include possibly going back to Cocoa Beach or other nearby areas.

This chair would also like to ask permission from the board to consider using the same site as the 2012 Fall Conference (Port St. Lucie) for next year. The Hotel was great and prices were very reasonable.