FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

February 28, 2017

To: Patricia Allen, CMA (AAMA) Speaker of the General Assembly
Mary Morris, CMA (AAMA) Vice Speaker of the General Assembly

From: Gayle Bell, CMA (AAMA) FSMA Secretary

RE: Annual Report

This officer has seen to the duties of FSMA Secretary. This officer has been available to the executive council via email and phone as needed.

The minutes of May 1st, 2016 for Executive Council Meeting held at the Courtyard by Marriott Cocoa Beach, FL were emailed to President Maria Wiegelmann, CMA (AAMA) on 5/31/16.

I was present and took roll at the August 20th 2016 planning session at Holiday Inn Disney Springs Orlando FL that followed Fetal Alchol Spectrum Disorders training.

The minutes of November 5, 2016 for Executive Council Meeting held at the Holiday Inn Lakewood Ranch, Sarasota, FL were emailed to President Maria Wiegelmann, CMA (AAMA) on 1/16/17.

The above minutes have been emailed to Mary Lou Allison, CMA-C, (AAMA), FSMA web master for placement on the FSMA web site. All minutes are placed on the FSMA web site with time for review by all members prior to the next meeting. All meetings are recorded and the tape reviewed after each meeting to make sure that the minutes are accurate and in order.

I also had the privilege of representing the Florida Society of Medical Assistants at the 60th AAMA Annual Conference and House of Delegates in Reston, VA as a delegate.

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