Florida Society of Medical Assistants, Inc.

To: Judy Seymour, CMA (AAMA), FSMA President
FSMA Executive Council

From: Carol Francis, CMA (AAMA)
Chair: Bylaws/Policy & Procedures

Date: October 14, 2017

FSMA Bylaws have been updated to reflect the changes approved at the May 5, 2017 FSMA General Assembly (Article VI sections 3 and 5) and at the 2017 AAMA House of Delegates (regarding new bylaw for AAMA Student Membership). Revised bylaws were emailed to Mary Lou Allison to be posted on the FSMA website.

Regarding updating the Chapter Representative (to be renamed Chapter President) page of the Policy and Procedure manual – I will be working with Patricia Allen, CMA (AAMA) and Theresa Errante-Parrino, CMA (AAMA) to update this page and to include information on the duties of a proxy for the Chapter President.

I will be sending each Chapter President a copy of their Chapter Bylaws asking them to review them and make sure that they are up to date.

Carol Francis, CMA (AAMA)
Mary Lou Allison, CMA(AAMA)
Maria Wiegelmann, CMA (AAMA)