



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

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Winter Meeting
EXECUTIVE COUNCIL MEETING
February 1, 2025

“FORWARD!”

The Executive Council meeting of the Florida Society of Medical Assistants will now come to order at 1:02PM.

Will the Secretary, Nancy Peterhansen, CMA (AAMA) please take the roll?

OFFICERS

| | | |
|-------------------------------|--------------------------------|---------|
| President | Jeanette Tyler, CMA (AAMA) | Present |
| Vice President | VACANT | |
| Secretary | Nancy Peterhansen, CMA (AAMA) | Present |
| Treasurer | Mary Lou Allison, CMA-C (AAMA) | Present |
| Speaker General Assembly | Christina Sears, CMA (AAMA) | Present |
| Vice-Speaker General Assembly | Linda Vitzthum, CMA (AAMA) | Present |
| Immediate Past President | Deniece Jozefiak, CMA (AAMA) | Present |

EXECUTIVE COMMITTEE CHAIRS

| | | |
|------------------------------|--------------------------------|---------|
| Budget & Finance | Mary Lou Allison, CMA-C (AAMA) | Present |
| Bylaws/Policy & Procedure | Linda Vitzthum, CMA (AAMA) | Present |
| Education | Michelle Keim, CMA (AAMA) | Present |
| Marketing/Community Outreach | Mary Lou Allison, CMA-C (AAMA) | Present |
| Meeting Coordinator | Marsha Benedict, CMA-A (AAMA) | Present |
| Membership/Certification | Deniece Jozefiak, CMA (AAMA) | Present |
| Nominating | Deniece Jozefiak, CMA (AAMA) | Present |

CHAPTER REPRESENTATIVES

| | | |
|--------------------|-----------------------------------|---------|
| Brevard | Linda Vitzthum, CMA (AAMA) | Present |
| Central Gulf Coast | Kathryn Panagiotacos, CMA (AAMA) | Absent |
| Central Florida | Mary Morris, CMA (AAMA) | Present |
| Mid-Gulf | Jennifer Cole Shepard, CMA (AAMA) | Absent |
| Southeast | Joyce Baldwin, CMA (AAMA) | Present |
| Southwest | Deniece Jozefiak, CMA (AAMA) | Present |
| Treasure Coast | Marsha Benedict, CMA-A (AAMA) | Present |



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1 SEATING OF THE PROXIES

2 *Are there any proxies to be seated?* ___Yes X No

| 3 <u>Proxy Name and Credential</u> | <u>Chapter</u> |
|------------------------------------|----------------|
| 4 _____ | _____ |
| 5 _____ | _____ |
| 6 _____ | _____ |
| 7 _____ | _____ |

8 *What is the pleasure of the Executive Council regarding the seating of the proxies?*

9 _____ *moved to seat the proxies. Is there a second?*

10 (name and credential)

11 _____ *Is there any discussion?* _____

12 (name and credential)

13 *All those in favor of seating the proxies signify by saying YES* _____

14 *All those opposed signify by saying NO* _____

15 *Motion carried / Motion defeated (circle one)*

16 *Madame Secretary, is there a quorum present?* X Yes ___No

17 (quorum = majority for Executive Council meetings)

18

19 TREASURER'S REPORT

20 Checking: \$11,418.85 Saving: \$22,404.93 **BALANCE: \$ 33,823.78**

21

22 OFFICER REPORTS

23 President Jeanette Tyler, CMA (AAMA) X on file

24 Vice President VACANT

25 Secretary Nancy Peterhansen, CMA (AAMA) X on file

26 Treasurer Mary Lou Allison, CMA-C (AAMA) X on file

27 Speaker General Assembly Christina Sears, CMA (AAMA) X on file

28 Vice-Speaker General Assembly Linda Vitzthum, CMA (AAMA) X on file

29 Immediate Past President Deniece Jozefiak, CMA (AAMA) X on file

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EXECUTIVE COMMITTEE REPORTS

| | | | |
|---|------------------------------|--------------------------------|--|
| 2 | Budget & Finance | Mary Lou Allison, CMA-C (AAMA) | X on file |
| 3 | Bylaws/Policy & Procedure | Linda Vitzthum, CMA (AAMA) | X on file |
| 4 | Education | Michelle Keim, CMA (AAMA) | X on file |
| 5 | Marketing/Community Outreach | Mary Lou Allison, CMA-C (AAMA) | X on file |
| 6 | Meeting Coordinator | Marsha Benedict, CMA-A (AAMA) | X on file |
| 7 | Membership/Certification | Deniece Jozefiak, CMA (AAMA) | X on file - 889 members currently |
| 8 | Nominating | Deniece Jozefiak, CMA (AAMA) | X on file - consent to serve forms available |

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CHAPTER REPRESENTATIVE REPORTS

| | | | |
|----|--------------------|-----------------------------------|-------------|
| 11 | Brevard | Linda Vitzthum, CMA (AAMA) | X on file |
| 12 | Central Gulf Coast | Kathryn Panagiotacos, CMA (AAMA) | X no report |
| 13 | Central Florida | Mary Morris, CMA (AAMA) | X on file |
| 14 | Mid-Gulf | Jennifer Cole Shepard, CMA (AAMA) | X no report |
| 15 | Southeast | Joyce Baldwin, CMA (AAMA) | X on file |
| 16 | Southwest | Deniece Jozefiak, CMA (AAMA) | X on file |
| 17 | Treasure Coast | Marsha Benedict, CMA-A (AAMA) | X on file |

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CORRESPONDENCE

20 Notice from National Office in reference to Nominations of Officers: At this time
21 we do not know how many delegates allowed. Once they finalize we will be
22 notified - may be same as last year #4.

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UNFINISHED BUSINESS

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1. Update on selling FSMA branded tumblers—Christina Sears
Going to make final decision soon. Waiting for 26oz. sample which is similar to the
Yeti Brand. It is called Artic Journey. Will make picture available. There is a price
break for ordering multiples: \$17.99ea. for 6ea. \$16.00ea. for 12 & \$15.99ea. for
24.

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2. Update on Speakers Bureau: Clarification: Putting together a list of speakers to
be used for Florida Society. Education committee will hold the list and a form is
being created. Chapter speaker will receive \$50 for one hour/credit. State meeting
speaker will receive \$100 per hour with \$50 coming from SE Chapter.



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NEW BUSINESS

1. FSMA Annual Meeting planning session highlights/updates - tabled until we get updates.

2. **DISCUSSION:** Changing FSMA from tri-level to bi-level We will be voting on bringing this item to the membership at our Annual Meeting. An open discussion was held with meeting members contributing the following comments:

* It is important we bring this up to our membership.

* It is time we put this potential change to a vote.

* Lack of help with the chapter's has been an issue and this might help.

* Now is a good time for change. The chapter's could give money to the FSMA to go forward as bi-level group.

* Chapter's can still have meeting and if we make the change it must be done correctly.

* We need to determine what happens with dues which might affect the timeline of this process.

* It would be good to set up meeting for all membership and afterward provide a place for emailing questions.

* President Jeanette Tyler, CMA (AAMA) will set up meeting in March to discuss options.

Christina Sears CMA (AAMA) made a motion to put together a committee, according to the AAMA bylaws to discuss moving the Florida Society of Medical Assistants from tri-level to bi-level. Seconded by Mary Lou Allison. Motion rescinded.

Marsha Benedict made a motion to take the vote to the entire membership after discussing the pros and cons of becoming a bi-level membership. Seconded by Mary Lou Allison.

ANNOUNCEMENTS

1. The minutes of this Executive Council meeting will be posted on the FSMA website within 30 days.

2. **FSMA meeting dates:**

3/7/2025: Reports for Annual Meeting due to Speaker Sears. More info to come.

4/25-27/2025: FSMA Annual Meeting Holiday Inn Resort Lake Buena Vista, Orlando FL 13351 State Road 55

3. **AAMA National Conference September 19-22 in Arlington, Virginia.**

Additional announcements:

There being no further business to be brought before the Executive Council of the Florida Society of Medical Assistants, this meeting is now adjourned at 2:49 PM.

Nancy Peterhansen, CMA (AAMA)

FSMA Secretary