Virginia Society of Medical Assistants

Annual Business Meeting

April 21, 2018

Call To Order: President Karen Nichols-Skoff , CMA(AAMA) called the meeting to order at 2:58 p.m.

Annual Meeting minutes from 2017 were available for review on the website according to the bylaws requirement and handed out to members. A motion to accept the Annual Minutes was made by Barbara Helbert, CMA(AAMA), this was seconded by Mary Schucknecht, CMA(AAMA). The motion was carried.

Officers Reports:

President: Karen Nichols-Skoff, CMA(AAMA) – in packet

Vice President: Nina Beaman, Ed.D, MSN, CMA(AAMA) – in packet

Secretary: Doretta Zachau, CMA(AAMA) – in packet

Treasurer: Debby Houston, CMA(AAMA) – in packet

Immediate Past President: Deb Benson, CMA(AAMA), CPC, CPMA – in packet

Parliamentarian: Joyce Hardy, CMA(AAMA) – in packet

Committee Reports:

Budget and Finance: in packet for review by members, a motion was made by Tanisha Farissier, CMA(AAMA) to

 accept the proposed budget, this was seconded by Michelle Ayers, CMA(AAMA). All were

 in favor, the motion was carried.

Bylaws: Virginia Thomas, CMA(AAMA) reviewed the changes in the bylaws.

 The motion was proposed by the committee to accept the changes to Article VIII section 2

 This was seconded by Mary Schucknecht,CMA(AAMA), all were in favor, the motion was carried.

 The motion was proposed by the committee to add the standing rule section 6 to Article VIII .

 This was seconded by Sharon Smith, CMA(AAMA), all were in favor , the motion was carried.

Certification: in packet

Credentials in packet

Membership: in packet:

Nominating: The report is as follows:

 President: Nina Beaman, EdD., MSN, CMA(AAMA)

 Vice President: Deb Benson, CMA(AAMA), CPC, CPMA

 Treasurer: Tanisha Farissier, CMA(AAMA)

 Secretary: Vicki Brewer, CMA(AAMA)

 Delegate: Tanisha Farissier, CMA(AAMA)

 Alternate Delegate: Karen Nichols-Skoff, CMA(AAMA)

 There were no further nominations from the floor for the positions of President, Vice President, Treasurer, Delegate and Alternate Delegate. Mary Schucknecht, CMA(AAMA) nominated Doretta Zachau, CMA(AAMA) from the floor for the position of Secretary. All credentials for this position were in order. Ballots were distributed to members. Twenty five ballots were cast with the result being 22 votes for Doretta Zachau, CMA(AAMA) and 3 votes for Vicki Brewer, CMA(AAMA).

The ballot was cast by the secretary for the following officers:

 President: Nina Beaman, EdD., MSN, CMA(AAMA)

 Vice President: Deb Benson, CMA(AAMA), CPC, CPMA

 Treasurer: Tanisha Farissier, CMA(AAMA)

 Secretary: Doretta Zachau, CMA(AAMA)

 Delegate: Tanisha Farissier, CMA(AAMA)

 Alternate Delegate: Karen Nichols-Skoff, CMA(AAMA)

Public Policy: in packet

Publicity/Website: in packet

Special Appointments:

2 Year Strategic Plan: in packet

2018 Spring Conference: To date 45 are registered for Saturday and 44 for Sunday. Virginia Thomas, CMA(AAMA) made

 A motion to refund vendor registration fee to Pampered Palette as they could not be here due to

 Illness, this was seconded by BarbaraHelbert, CMA(AAMA), all were in favor, the motion was

 Carried.

2018 Fall Conference: in packet

2019 Spring Conference: Open for bids, Marchelle Ayers, CMA(AAMA) volunteered to lead this committee to be held at

 ECPI in Richmond, VA

Old Business: There was no old business.

New Business:

Election of Committee Chairs:

Budget and Finance: Debby Houston, CMA(AAMA)CPC

Bylaws: Virginia Thomas, CMA(AAMA)

Certification: Tanish Faissier CMA(AAMA)

Credentials: Joyce Hardee, CMA\_A(AAMA)

Membership: Deb Benson, CMA(AAMA), CPC, CPMA

Nominating: Karen Nichols-Skoff, CMA(AAMA)

Public Policy/Health Careers: Mary Schuknecht, CMA(AAMA)

Publicity/Website: Carolyn Johnson, CMA(AAMA)

A motion was made by Virginia Thomas, CMA(AAMA) to accept the committee chairs, this was seconded by Mary Schuchnecht, CMA(AAMA) all were in favor, the motion was carried

There being no further business the meeting was adjourned at 3:31 pm

Respectfully Submitted,

Doretta Zachau, CMA(AAMA)

Secretary