



WSSMA Summer BOT Meeting

August 15, 2020 – Zoom Meeting

The meeting was called to order by President Doreen Hoch, CMA (AAMA) at 10:04 a.m.

Thought for the day was given by Robb Kriebel, CMA (AAMA), WSSMA Vice President.

**Introductions:** There were no guests at today's meeting.

**Roll Call:** Members Present 19, Members Absent 13, Advisors Present 3, Advisors Absent 0.

**Minutes:** the minutes from the Pre-HOD were accepted as posted.

**Treasurer's Report:** The Operational account balance on May 20, 2020 was \$53,302.24. Deposits made were: Interest Paid, \$4.17, Sambica reimbursement \$300.00. Operational expenses were \$0, leaving the balance of the Operational Account at \$53,606.41. Total funds as of August 14, 2020 are \$53,606.41.

**Treasurer's Agent:** Diane Goracke, CMA (AAMA), CMT-R reported that all accounts are balanced to the most recent statements through June 30, 2020 except the Conference 2020 account. An updated register has been requested by Diane, but she has yet to see it.

An audit is planned in August to reconcile the Nancy Fortin Scholarship fund.

**Correspondence:** Doreen received information on the Bylaws for National. This will be reviewed during new business.

#### CHAPTER REPORTS

All reports are available on the WSSMA website.

#### COMMITTEE REPORTS

**Audio/Visual:** Gladys Johnson, CMA (AAMA) no activity due to COVID.

**Audit Committee:** No activity from this committee. The Doris Stansell Leadership records will be turned over to Nancy Marshall, CMA (AAMA) in August.

The 2020 Conference chairs have been notified that the Treasurer's Agent and the Audit committee need the check register from conference to reconcile.

**Awards Committee:** submissions have been received for both awards. The committee is asking for volunteers to review the changes made to the Medical Assistant of the Year award.



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- Budget and Finance:** Doreen sent out the updated version of the budget from the House of Delegates.
- Bylaws Committee:** If you haven't sent an updated copy of your bylaws to the committee please do so.
- Delegates from the 2019-2020 session for the AAMA will resume duties for this year due to the annual conference being canceled.
- Certification/Recertification:** Letters are not able to go out due to COVID. Once the report from National comes the letters will go out.
- Chapter Extension:** Please forward any questions or requests to this committee regarding starting a chapter.
- Doris Stansell:** Current balance as of June 30, 2020, \$13,859.85. Please do not wait until May to donate to this fund due to changes at Columbia Bank.
- Guidelines Revision Committee:** For the next year we plan to review the Officer Guidelines for any committee not yet updated.
- Leadership Retreat:** We are looking at dates for next years leadership retreat. Thank you to the committee members and officers of the committee for their flexibility during this time.
- Legislative Committee:** No report
- Long Range Planning:** Annual report
- Membership Committee:** No report
- Membership Roster:** An updated roster was sent out to all WSSMA Officers, Committee Chairs, and Chapter Presidents.
- Nancy Fortin Scholarship:** No report
- Nominating Committee:** No activity since the House of Delegates. We still need a Speaker of the House for conference next year.
- Public Relations:** No chair/No report
- Publications/Statline:** No chair/No report
- Website:** Our website has been given the HTTPS and is now a secured site.
- WSSMA Annual Conference 2021:** If you have ideas for education please let Claire know.
- WSSMA Annual Conference 2022:** Brandy will continue to be the conference chair.



**UNFINISHED BUSINESS**

**Corrected Budget 6/14/20-05/15/2021:** Doreen sent this out on Friday night at 9 pm to everyone. Please make sure you have it.

**Nominations for Speaker of the House:** This is the only position not filled for the conference next year. Many members have stated they will help Ruth with the position if she takes it on. Tabled by Doreen until the October meeting.

**NEW BUSINESS**

**Proposed Amendments to the AAMA Bylaws:** The 2019-2020 House of Delegates remains the governing body of the AAMA. For our state Ruth Flanigan, CMA (AAMA) has been appointed as Delegate in place of Michele Kaszewicz, CMA (AAMA) and Keri Hartman, CMA (AAMA) has been moved to Delegate in place of Shelley Gingrich, CMA (AAMA) who was voted in as a National Trustee last year.

**Updates from AAMA:** Claire Houghton, CMA (AAMA) mentioned a couple of changes happening with the AAMA:

- Changes to the membership card, it will have more information on it than before
- Renew your dues now and save \$8.00 from the AAMA
- The Leadership Facebook page is being updated with an events tab
- There is new AAMA apparel coming out to purchase soon

**ANNOUNCEMENTS**

**WSSMA Fall Board of Trustees Meeting:** October 31, 2020 @ 10:00 am Zoom meeting

There being no further business, the meeting was adjourned at 11:05 a.m.

Francie Mooney, CMA (AAMA)

WSSMA Secretary