

Montana Society of Medical Assistants
State Conference Meeting
Saturday, April 13, 2019
Bozeman, MT

1. Meeting was called to order by President Pauline (Polly) Carter, CMA (AAMA)
2. Mission Statement was read by Polly Carter CMA (AAMA): The mission of the American Association of Medical Assistants is to enable medical assisting professionals to enhance and demonstrate the knowledge, skills, and professionalism required by employers and patients; protect the medical assistant's right to practice; and promote effective efficient health care delivery through optimal use of multi-skilled CMA (AAMA).
3. Roll call was taken (rollcall signature sheet is available in secretary binder).
4. Election of officers: President: Pauline (Polly) Carter CMA (AAMA)
President elect: Kathy Letendre, CMA (AAMA)
Secretary: Angie Knowles CMA (AAMA)
Treasurer: Susan Cox CMA (AAMA).
Trustees: Mary Sharod, CMA (AAMA), 2020, Cate Giard, CMA (AAMA) 2020, Echo Morrison, CMA (AAMA) 2021, Lori Schultz, CMA (AAMA) 2021, Lori Butori, CMA (AAMA) 2021, and Joleen South, CMA (AAMA) 2022,
5. Minutes of previous meeting were read and approved.
6. Treasurer's report was read and approved. Audit committee reported approved.
7. Old business:
 1. MT SMA Bylaws and Procedure Manual and Bylaws are on the website.
 2. Reminder to National delegates to pay one-half of the registration fees.
 3. We will continue to give money to the Maxine Williams Foundation and the Education fund for Nationals.
 4. Susan Cox is in touch with Ian Marquand regarding any new legislative initiatives. She was told that The Board of Medical Examiners is preparing amendments to its rules on Medical Assistants to make it clearer. *As of now, the current rules haven's been submitted and there is no new information.*
8. New Business:
 1. The 2019 National Conference will be held in Greensboro, NC on Sep 13–16, 2019.
 2. There have been changes to the recertification process. These changes include: Beginning in Jan 2020, if your credentials have been expired more than three months, to be re-credentialed you will have to sit for the exam. Please go on-line to review this and the reasoning behind the change.
 3. Please notify Susan Cox (website manager) of any job openings you become aware of. This is a good way to let people know what's out there. For example, at conference time, there was a job opening in Dillon for Internal Med, three in Kalispell and two openings in Deer Lodge.
 4. Susan Cox notified the members that about ¼ of members paid their dues past the Dec. 31st

deadline. Please pay dues on time, this is the only way you can hold an office in our organization and you won't be robbing yourself of anything.

5. Discussed State Conference host chapter get to keep \$300.00 or 10%, whichever is greater Point was made that money made during State conference is used for sending delegates to National conference. Also, that not every chapter already has enough money to pay for getting conferences started before being refunded from state.
Motion was made to take \$500.00 from Education fund and earmark for host chapter every year. After conference, that \$500.00 will be returned to Treasurer. The next host chapter will request this money from Treasurer annually.
Motion passed.
6. Medical Assistants of Butte have requested to join our conference-host rotation and possibly starting a Butte chapter.
7. It was brought up that we as a state start having "Mini Seminars" throughout the year
8. Kathy Latender brought up discussion of dissolving all city chapters and going to just a MT state region. This is how Utah operates and it works great for them.
9. Rita Nixon and Echo Morrison discussed the probability of the Kalispell chapter dissolving.
10. Sheila Morin had a scholarship founded in her name upon her death earlier this year to the Flathead Valley MA program. Motioned and carried that the MT-SMA will also donate \$100.00 annually to this scholarship.
11. Committees:
 - Budget and Finance-Bozeman
 - Bylaws- Great Falls
 - Marketing- Great Falls
 - Membership- Bozeman
 - Nominating- Great Falls
 - Records- Kalispell
 - Education- Great Falls
 - Web site- Bozeman
 - Legislative- Susan Cox, Cate Girard, Lori Butori, Tina Lugibihl, Joleen South, and Rita Nixon.
 - Audit- Bozeman
12. Next conference will be held in Great Falls (2020)
Kalispell (2021)
2019 National Convention is in Greensboro, NC Sept 13-16, 2019

12. Meeting Adjourned.

Darlene Nichols CMA (AAMA),
Montana Society State Secretary