**Minnesota Society of Medical Assistants**

**Pre-Conference Meeting Agenda**

**Saturday, October 24, 2020 4 PM**

**4:00 p.m. – The State Society’s President Home**

1. **Call to Order**
2. **Roll Call – Executive Board Members, Chapter Presidents, and Committee members**
3. **Agenda Addendums, Announcements**
4. **State Officers:**
   1. **President – Lisa Sailor**
   2. **Vice President/President Elect – Denise Schmitz**
   3. **Secretary – Cherie Miller**
   4. **Treasurer --Kathy Paukert**
   5. **Publicity – Lisa Kuechle**
   6. **Bylaws – Dawn Verdon**
   7. **Membership – Melissa Mitchell**
   8. **Nominating – Cherie Miller**
   9. **Scholarship – Cristen High**
   10. **Historian – Laurie Kidrowski**
   11. **Budget/Finance – Kathy Paukert**
   12. **Legislation – Danielle Perron**
   13. **Ways/Means – Dawn Verdon**

1. **Approval of April 24, 2020 minutes**
2. **Secretary’s Report –** Cherie Miller
3. **Treasurer’s Report** – Kathy Paukert
4. **Committee Reports –**

**Budget/Finance –** Kathy Paukert

**Bylaws –** Executive Board Members

**Historian –** Laurie Kidrowski

**Legislation –** Danielle Perron

**Membership –** Melissa Mitchell

**Nominating –** Cherie Miller

**Publicity –** Lisa Kuechle

**Scholarship –** Cristen High

**Ways/Means – Dawn Verdon**

1. **Chapter Reports –**

**Central Lakes Chapter –** Lisa Sailor

**East Central –** Maria Carlson

**Great Lakes –** Denise Schmitz

**Hennepin/Ramsey –** Tammy Simon

**Southeast –** Melissa Mitchell

**South Suburban –** Alison Mather

**West Central –** Jessica Smith

1. **2019 AAMA National Delegate Report – Greensboro, NC – Sept. 13-16, 2019**
2. **Old Business –** 
   1. **N/A**
3. **New Business –** 
   1. **2022 National Conference in Minnesota**
   2. **2020 AAMA National Conference cancelled due to COVID** 
      1. **2020 Delegates**
   3. **Committees**
      1. **Goals**
      2. **New committees?**
      3. **New chairs/members?**
   4. **ByLaws**
   5. **Spring 2021 MSMA conference**
   6. **MSMA Social Media (Facebook)**
   7. **MSMA ZOOM account**
   8. **Chapter CEUs**
   9. **2021 AAMA membership drawings**
4. **Upcoming Events –** 
   1. **2021 Spring Conference –** Hosts: West Central and Southeast Chapters along with the Executive Board TBD
   2. **2021 Fall Symposium** – Hosts: Executive Board - TBD
   3. **2022 Spring Conference** – Hosts: Hennepin Ramsey – 60th Anniversary - TBD

**National Conferences –**

a. **AAMA 65th Annual Conference** – Sept. 24-27, 2021 – Houston, TX

b. **AAMA 66th Annual Conference** – Sept. 16-19, 2022 – Marriott Minneapolis City Center, Minneapolis, MN

**Adjournment: \_\_\_\_\_\_\_\_\_\_\_ p.m.**