

1 OREGON SOCIETY OF MEDICAL ASSISTANTS
2 2019 Annual Meeting
3 Report of the President-Elect
4 For the period ending April 12, 2019
5

6 The duties of the President Elect according to the 2018-19 OSMA Bylaws are:

- 7 A. assume the duties of the President in the latter's absence
- 8 B. succeed to the office of President in the event of vacancy;
- 9 C. appoint, subject to confirmation by the Board, Leaders of Standing Teams, except
10 Nominations, and miscellaneous positions for the ensuing year, having secured each member's
11 consent to serve.
- 12 D. automatically succeeds to the office of President at the end of the term as President Elect.
- 13 E. serves as an ex-officio member of the Bylaws Committee.

14 This President Elect will follow these duties to the best of her abilities.

15 The President Elect has responded appropriately to all emails, text messages, phone calls and
16 correspondence when needed.

17 According to OSMA guidelines, she serves on the AAMA Leadership Strategy Team and the AAMA
18 Membership Development Strategy Team. With both teams she has been very active with communication
19 and assigned tasks.

20 This President Elect attended and participated in the following meetings:

- 21 2018 Post conference board meeting
- 22 2018 Summer board meeting
- 23 2018 Fall board meeting
- 24 2019 Winter board meeting
- 25 Plans to attend the 2019 Preconference board meeting
- 26

27 President-Elect Miller secured the Crystal Rose Luxury Home and Cottage in Lincoln City for the OSMA
28 Leadership Retreat to be held on March 1-3, 2019. She has formulated an agenda and facilitators for the
29 sessions. A registration form was distributed at the winter board meeting and an email copy was sent to
30 the members of the board. Sandie Wilson will be the "head cook". A menu has been prepared.
31 Since this is an OSMA funded event, attendees are encouraged to stay for all sessions and participate in
32 any networking/mentoring opportunities.

33
34 President Elect Miller has secured lodging for the OSMA conference at the Oregon Gardens.

35
36 She completed and distributed the OSMA awards packet to attendees and the winter board meeting and
37 also emailed it to all members of the board.

38
39 Miller has been contacting members for the committee/team positions and hopes to have a full slate of
40 volunteers.

41
42 This President Elect wishes to thank OSMA for the opportunity to serve in this regard.

43 Candy Miller, CMA (AAMA)