

1 **OREGON SOCIETY OF MEDICAL ASSISTANTS**

2 **Addendum Report of the President**
3 **For Period Ending April 2021**
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5 The President shall:

6 A. preside at all OSMA meetings except meetings of the General Assembly;

7 B. be Chair of the Board;

8 C. report to the General Assembly;

9 D. be ex-officio member of all teams except Nominations and teams of the General Assembly;

10 E. have the power, in the event of a Team Leader vacancy, to appoint a Leader from among the
11 members of that team, when possible.

12 The following is a summary of tasks performed by this President since her 2021 General
13 Assembly report:

14 President Miller attended the OSMA Leadership Workshop and presented a session on the
15 OSMA Board Manual. The manual is under complete revision and will be available for
16 members soon. This President has been participating in the review of the document and
17 meetings.

18 Miller attended the NW Regional Conference meetings on March 5th and 26th, she serves as
19 Co-chair for the May 15, 2021 virtual event.

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21 This President voted by email in the election for the new officers of OSMA.

22 President Miller sent out an email to board members requesting a change in the date of the
23 pre-conference board meeting to Saturday, April 3rd at 9:00 am. The email also requested a
24 consensus to officially change OSMA Teams back to Committees. Both requested were
25 approved by all who responded.

26

27 Miller sent out an email with the deadline for pre-conference reports as March 20th. Due to lack
28 of response, she changed the deadline to March 25th.

29 This President plans to attend a WebEx talk on Robert's Rules of Order for Virtual meetings.
30 This meeting will be presented by Don Balasa and will be held on March 27th.

31 This President has responded to all inquiries and correspondence.

32 Candy Miller, CMA (AAMA)