

Oregon Society of Medical Assistants
2023 Annual Meeting of General Assembly
Report of the Treasurer

1. The Treasurer shall be responsible for the collection and distribution of funds for OSMA.
2. The Treasurer shall present a proposed budget based upon the average of the actual
3. income received by the OSMA during the previous four years, for the ensuing fiscal
4. Year, to be approved by the General Assembly.
- 5.
6. The Treasurer has fulfilled all duties.
7. All receipts/vouchers were paid when received.
8. A Treasurer's Report was given at all Quarterly Meetings.
9. The accounts were audited on Oct 8, 2022 and found to be in order.
10. The Treasurer sent in the E-Postcard to the IRs for Fiscal Year ending April 30, 2022.
11. The State Corporation Fees were paid.
- 12.
13. The Treasurer mailed WSSMA two checks for the balance of the conferences for the last
14. Two years, 2021 and 2022.
15. The Surety Bond was paid for this year. They are now billing annually.
- 16.
17. The Treasurer discussed the CD account with Jose at Key Bank in Albany Oregon. The
18. CD matured on Jan. 13, 2023. Jose said the only people that had access to the CD were
19. Donna Morris and Judy Bennett. The Treasurer explained to him that Donna Morris had
20. Passed away and was unsure where Judy was. He advised finding her and have her
21. Transfer the funds to the checking account at the time of maturity. The Board can decide
22. What to do about investing in the future using an investing manager that can keep up to
23. Date with the current officers. Thanks to Candy Miller, she contacted Judy, and Judy
24. Contacted the Treasurer who explained what was needed. Jose was contacted and he
25. Sent her the needed papers to sign and they were e-mailed back to Jose. Jose transferred
26. The funds after Jan. 13 during the grace time for making changes.
- 27.
28. The Budget for the fiscal year 2023-2024 will be presented at the General Assembly for
29. approval by the members.
- 30.
31. The Treasurer has no recommendations.
- 32.
33. The Treasurer would like to thank the membership for the trust they have placed in her
34. with the finances of the OSMA.
- 35.
36. Brenna Clayton CMA(AAMA)
37. OSMA Treasurer