SDSMA Executive Board Meeting

7.30.17

1. Attendees
	1. Erica Arends, Susan Hookie, Maggie Olson, Suzie Wier, Jo Penning
2. Old Business
	1. Student Memberships
		1. Scholarships
			1. 2-$250 scholarships
				1. Write the check to the student or to the school on behalf of the student?

Decision: To the Student

* + - * 1. What does the student have to do to get the scholarship?

Decision: 400+ word essay on one of two topics

3 qualities you have that would make you a great MA

Reflection on a volunteer experience within the past 12 months

* + - 1. Discount to come to the State Convention for applicants
				1. Decision: None
			2. Sponsor to Nationals?
				1. We pay registration and room (they stay with Board Members)

For the winners of the scholarships only.

Decision: Yes.

* + 1. Knowledge Bowl at State?
			1. Conduct during the mixer Friday night. Jo will wordsmith the CEU’s for the knowledge bowl. \*offering additional CEU’s for those that attend\*
	1. Fundraising
		1. Amazon: Susan to report
			1. Susan needs banking information for the Amazon Smiles to register. She needs to know how our organization name would be listed in the search. “SD Society of Medical Assistants”. What should be used for an address? Use Erica’s address “817 S Blaine Ave, Sioux Falls, SD 57103”. Phone number? Use Erica’s, “605-376-8563. Will be a 0.5% rebate back to the organization. Amazon.com purchases do go towards the Amazon Smiles account.
		2. Pave: Maggie to report
			1. PAve is booked until February of 2018. They also are not available in the months of March and October due to prior commitments. They will contact Maggie in January to find a time in 2018 that will work.
	2. State Convention
		1. Mixer on Friday night?
			1. Yes: include knowledge bowl and potential CEU’s
			2. Hotel can have bartender come over with a beer cart for a cash only bar. Potentially find sponsor for the event. At this time we don’t have a sponsor. No minimum sales amount. Erica will follow up on cost of having the bartender.
	3. Magnets
		1. Let’s get ordered so we can mail by the end of August. Giving members a month to plan & know about Sept meetings.
			1. SEC: 9-23 SF Legion 8AM-12PM 1PM-5PM Vendor Fair after
			2. NP: 9-30 Lake Area Tech 8:30am-1:30pm
			3. SEC: 2/10/18 Avera Prairie Center 8am-1pm
			4. State: 3/23-3/24 Hilton Inn South
				1. Suzie to order 300 so we can send them to students, schools and non-members.
			5. Magnets to go out by end of August.
		2. Send to members initially until we can get a list from SDBMOE
	4. Excel Awards
		1. Submitted for 4 awards
			1. Website
			2. Community Service – Feeding South Dakota
			3. Marketing – Magnets and Newsletter: State Conference
			4. Erica will follow up on what the 4 award was and update board.
1. New business
	1. Chapter News
		1. Sioux Empire
			1. Night at the Canaries
				1. August 18th
			2. September 23rd Meeting & Vendor Fair
		2. Northern Plains
			1. Will discuss second meeting/CEU opportunity at September meeting
				1. Erica to attend September meeting and encourage them to have 2nd meeting. All other board members are interested in attending as well. All plan on attending.
			2. T-shirt fundraiser
				1. Have not had anyone order shirts. Erica will put it on Facebook. Erica to get information to Maggie to add to the website.
	2. Medicare Annual Wellness visits
		1. Education of patients.
			1. Jo is meeting with Linda Young (SDBOME) and will discuss this topic specifically.
	3. Newsletters
		1. Out by middle of September
			1. No old template for newsletters. AAMA looks for information from the State, Chapter and National Societies. Upcoming events. SDBOME updates. What’s hot in medicine. Any extras. 4 pages (front is mailing address so three).
		2. Completed at Minute Man Press
			1. Submit to Tom. Has State billing information on file.
		3. Order extra to submit for 2018 Excel awards
			1. Noted.
	4. Other
		1. Joint board for SDOME and SD Board of Nursing meet in September. Anyone can attend. Jo will get more information from Linda.
2. Next Meeting
	1. Next board meeting scheduled for October 29th, 4pm at Safari Bar and Grill in Renner, SD.