

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on August 4, 2016
International Mission Board**

The regular monthly meeting of the Board of Directors of the Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc. was held on August 4, 2016.

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
Jean Robinson –President	x	
Rebecca Felts – Vice President	x	
Hillary Keeton - Secretary/Publicity Chair	x	
Sharon Jahn – Treasurer	x	
Nick Ciccolo – At Large/Sponsorship Chair	x	
– At Large/Education Chair	x	
Dustin Shuman– At Large/Membership Chair		x
Debbie Foster – Past President	x	
Craig Rupert – Webmaster		x

Call to Order

Jean Robinson presided and called the meeting to order at 8:20 a.m.

Secretary’s Report

The minutes from the June 2, 2016 meeting were submitted. A motion was made to approve, it was seconded, and the motion carried.

Treasurer’s Report

Sharon presented the treasurer’s report. A motion was made to approve, it was seconded, and the motion carried.

Education Chair Report

We have set the speakers for the September 8 session. Hartford and UNUM will be providing their own CE for the session so the Richmond Chapter will be providing 4 hours of credit.

Membership Report

Nothing new to report

Publicity Report

The most recent newsletter was issued at the end of August. The president’s message included an open invitation to the Symposium for all our members and also the invitation to our full day session.

Sponsorship Report

New sponsors at this time are Aon, BB&T, Mercer, Hartford and Anthem

Old Business

During our meeting we reviewed comments from the June session and overall they were very positive. We renamed the session for September to HR and Benefits based on the audience we are trying to target. We did have a new suggestion for a topic for the next year, “Benefit Plan Data Mining.”

While attending the Symposium the Richmond Chapter will have a chapter sponsored event and provide tickets and food at a baseball game. Most board members will be taking the train to Baltimore on Sunday the 18th.

New Business

- a. We have requested all bios and presentations from the speakers be submitted to Hillary no later than August 15 to ensure we have enough time for Debbie to get approval for CE.
- b. CE approval was received on 8/23.

Adjournment

The meeting was adjourned at 9:15 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, September 1 at 8:15 a.m. at the offices of International Mission Board

Respectfully submitted,

Hillary Keeton, CEBS