

**The Richmond Chapter of the International Society of Certified Employee Benefit
Specialists, Inc.
Minutes of the Annual Meeting Held on November 8, 2018
Westwood Racquet Club**

The annual meeting of the Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc. was held on November 8, 2018.

| <u>Board Member</u> | <u>Present</u> | <u>Absent</u> |
|--|----------------|---------------|
| Sharon Jahn – President | x | |
| Hillary Keeton – Vice President | x | |
| Caroline Sage – Secretary/Publicity Chair | x | |
| Kim Csan – Treasurer | x | |
| Nick Ciccolo – At Large/Sponsorship Chair | x | |
| Sarah Faulkner – At Large/Membership Chair | x | |
| Rebecca Felts – Past President | x | |
| Craig Rupert – Webmaster | x | |

Call to Order

Sharon Jahn presided and called the meeting to order at 8:00 a.m.

Speaker

Shane Tippet, the Executive Director of Louis Ginter Botanical Garden, spoke about the history and the planned future of this community gathering place. He emphasized the Garden's purpose is to connect people through plants. There also was a give-away of tickets to the Holiday Light Fest!

Secretary's Report

The minutes from the November 2017 Annual meeting were submitted. A motion was made to approve the minutes, it was seconded, and the motion carried.

Treasurer's Report

Kim spoke about the current state of the chapter's finances.

Chapter Member Recognition

Sharon Jahn recognized chapter members for anniversaries and achievements.

Election of New Board for 2018

Ballots were distributed, and the following Board Officers were elected for 2018: Hillary Keeton, President; Kim Csan, Vice President; Caroline Sage, Treasurer, Sarah Faulkner, Secretary. At large Board members are Nick Ciccolo, Sponsorship Chair; Peter Thompson, Membership Chair; Sharon Jahn, Past President.

Adjournment

Hillary Keeton, as the newly elected Board President, made closing remarks, and the meeting was adjourned at 9:10 a.m.

Respectfully submitted,

Caroline Sage, CEBS