

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on October 5, 2017
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 October 5, 2017.

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

Call to Order

Jean called the meeting to order at 8:18 a.m.

Secretary’s Report

The minutes from the September meeting were approved as distributed.

Treasurer’s Report

The treasurer’s report for September was approved as distributed.

Membership Report

One local person has passed a CEBS exam and has no current attachment to the chapter. Kim is reaching out to see if this person wants to join the chapter.

Publicity Report

A September newsletter was distributed to chapter members and guests.

Sponsorship Report

No report.

Old business:

- 1) September half-day educational program – CE credits were approved. Approximately 25 people attended. The audience feedback on the program was very positive.
- 2) ISCEBS Employee Benefits Symposium – The chapter sponsored a social event at the September symposium in Denver, CO, for Richmond chapter members in attendance.
- 3) Future chapter meetings – The annual chapter meeting will be a breakfast meeting at Westwood Club on November 9.

New business

Sponsoring CEBS exams for Board members – While Richmond chapter Board officers must have the full CEBS designation, the at-large Board members may have the full designation or be in progress towards it. For Richmond chapter at-large Board members who are in progress towards the full designation, the Board approved a motion that the chapter will sponsor these members for the cost of up to two CEBS exams per year.

Adjournment

The meeting was adjourned at 8:55 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, November 2 at 8:15 a.m. at the International Mission Board.

Respectfully submitted,

Julie Harrison, CEBS