

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on April 2, 2020
via Teleconference**

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 April 2, 2020.

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
Kim Csan - President	x	
Sarah Faulkner - Vice President		x
Bonnie Dean - Secretary	x	
Peter Thompson - Treasurer	x	
Neil Turnage - At Large/Sponsorship Chair	x	
Nick Ciccolo - At Large/Membership Chair		x
Hillary Keeton – Past President	x	
Craig Rupert – Webmaster		x

Call to Order

Kim called the meeting to order at 8:16 a.m.

Secretary's Report

The March minutes were approved as distributed.

Treasurer's Report

Peter provided the March Treasurer's report and it was approved by the Board. Activity was obviously low given COVID-19.

Education Report

1. Board cancelled the April Session due to COVID-19.
2. Board discussed and agreed to cancel the May social and possibly hold it later in the fall. Date yet to be determined.
3. Board also agreed to cancel the June session.

Membership Report

Nick will provide an update at the next meeting. For now, he is continuing to send reminder emails to exam passers and newly eligible folks in the area.

Publicity Report

Update will be provided at the next meeting.

Sponsorship Report

Update will be provided at the next meeting.

Other Business Discussed:

- 1) Kim confirmed she had cancelled the upcoming events with the Westwood Club.
- 2) The summer social has been postponed until fall.
- 3) Kim is to provide an updated president's letter for the Newsletter. Bonnie will have Craig review it prior to distributing it.
- 4) The May Board meeting was cancelled due to COVID-19.

Adjournment

The meeting was adjourned at 8:27 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, June 4, 2020 at 8:15 a.m. as a teleconference. Dial in information will be provided on the meeting invite.

Respectfully submitted,

Bonnie Dean, CEBS