

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.  
Minutes of the Board of Directors Meeting Held on August 1, 2019  
Panera**

---

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 1, 2019.

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

**Call to Order**

Hillary called the meeting to order at 8:20 a.m.

**Secretary's Report**

The minutes from the June meeting were approved as distributed.

**Treasurer's Report**

Caroline reviewed the June Treasurer's report and sent a copy following the meeting for approval.

**Education Report**

- 1) Kim requested all presentations for September education session be submitted to her by 8/30 for submission for CE credits.
- 2) Confirmed speakers for September 19th Half Day session:
  - a. Purchasing Power- presentation received and submitted
  - b. Smart Path- presentation received and submitted
  - c. Legal Resources- pending
  - d. Student Loan- pending

**Membership Report**

Peter has been working with Sandy to receive updated reports on current membership status and upcoming graduates.

**Sponsorship Report:**

Nick confirmed we have collected \$2200 (Anthem, Aon Hewitt, Delta Dental, Employee Benefits of VA, Lincoln Financial, Standard and Willis Towers Watson) in sponsorships and will be reaching out to additional sponsors over the month of September.

**Other Business Discussed:**

- 1) Discussed feedback from June Session- speak with Westwood about seating arrangement for better presentation visibility.
- 2) Maymont confirmed for November 14<sup>th</sup> year end meeting. Member raffle to include three packs of four tickets. Focus of presentation on the history of the Maymont mansion.
- 3) Goal of sending out two newsletters – August and October time frame.
- 4) Took board picture for website and sent to Craig for uploading.

**Adjournment**

The meeting was adjourned at 8:50 am.

**Next Meeting of the Board**

The next Board meeting is scheduled for Thursday, September 5 at 8:15 a.m. at the Panera in Willow Lawn.

Respectfully submitted,

Sarah Faulkner, CEBS, PHR