

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on December 3, 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 December 3, 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 8:19 a.m.

Secretary's Report

The November minutes were approved as distributed.

Treasurer's Report

Peter provided November's Treasurer's report and it was approved by the Board.

Education Report

Nothing new to report at this time due to COVID. Everything is on hold until the pandemic is over.

Membership Report

Nick will make a final push with the new listing from ISCEBS and provide an update at the next meeting.

Publicity Report

Craig has been working on our site and making updates. The Board voted on a picture to use for the website.

Sponsorship Report

The Committee did discuss and approve extending Sponsorships into 2021. Neil will send a communication to the sponsors so that they are aware.

Other Business Discussed:

- 1) The election of officers was held via email. Everyone is in place for January 1, 2021.
- 2) Hillary will be making dinner reservations for the Board on December 17, 2020.
- 3) Sarah will be sending out the invite for the January meeting.

Adjournment

The meeting was adjourned at 8:30 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, January 7, 2021 at 8:15 a.m. as a teleconference. Dial in information will be provided on the meeting invite.

Respectfully submitted,

Bonnie Dean, CEBS