

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on February 1, 2018
Westwood Club**

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 February 1, 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 called the meeting to order at 7:50 a.m.

Secretary’s Report

The minutes from the November meeting were approved as distributed.

Treasurer’s Report

The treasurer’s report through January is approved as distributed.

Membership Report

Sarah will be added to the exam passers distribution list. She will send a message to an individual that recently passed an exam.

Publicity Report

Caroline plans to distribute the newsletter in February, April, June, August, and October, similar to prior years.

Sponsorship Report

Nick will be sending an email to potential sponsors.

Old business:

- 1) Craig provided an update on the set-up of the new chapter website:
 - a. Sue Andres, whose services have been provided by the ISCEBS, has been able to set up much of the new website. Content and detail will be added once the other chapters are moved. Sue shared that most of the chapters affected by the Club WebSource termination are moving to Weebly as their new host, like our chapter.
 - b. The current site will be kept active through the February meeting, and we will transition the payments to the new site prior to the April meeting.

- c. The URL domain name will be transferred from GoDaddy to Weebly. At worst, the site will be down for up to a week.
- d. If the site is live in March, it may be possible to obtain a small refund from Club WebSource.

New business

- 1) February 8 Meeting: registration will close by Tuesday at noon, in order to share the final count with the Westwood Club that afternoon.
- 2) Ideas for 2018 Meetings, with the person who will be reaching out to the possible speaker identified in italics
 - a. April General Meetings:
 - i. Medicare Secondary Payer Rules *Hillary*
 - ii. Mercer Annual Survey *Hillary*
 - iii. Diversity and Inclusion presented by Tina *Hillary*
 - b. June Health and Welfare All-Day Meeting
 - i. Behavioral Health presented by ReThink *Kim*
 - ii. Specialty Drugs presented by ArchimedesRx *Kim*
 - iii. HCR or Family Leave Policies/Laws presented by Bryden *Sharon*
 - iv. Individual Market presented by Tim O'Shea or his brother *Hillary*
 - v. Value Based Care *Caroline*
 - c. September Finance Half-Day Meeting
 - i. Financial Engagement Strategies *Caroline*
 - ii. Traditional versus Roth 401(k) *Rebecca*
 - iii. ID Theft presented by Legal Resources *Sharon*
 - iv. Voluntary Benefits presented by MetLife *Hillary*
 - d. November Annual Meeting: Lewis Ginter *Hillary*
- 3) May Social Event
 - a. Barcade and the Wine Loft were mentioned as possible ideas. Hillary will ask about holding a private event in one of those places on a Thursday (except Thursday, 5/17).

Adjournment

The meeting was adjourned at 9:05 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, March 1 at 8:15 a.m. at the Panera in Willow Lawn.

Respectfully submitted,

Caroline Sage, CEBS