

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on February 6, 2020
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 6, 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 January minutes were approved as distributed.

Treasurer's Report

Peter provided the January Treasurer's report and it was approved by the Board (with a correction to the CD dates).

Education Report

1. Board discussed the April Education Meeting (April 9th). Bonnie wil try and secure a speaker. The following were potential topics to confirm:
 - a. Cadillac Tax
 - b. SECURE Act
2. Board also discussed the June Education Session (June 11th). The following topics should be confirmed:
 - a. Mercer Report Out - Nick to confirm Bill Howard
 - b. Political Implications/Landscape - Neil to confirm Terry Daily
 - c. Pharmacy/PBM's - Heather from Archimedes has been confirmed
 - d. HealthCare Consolidations - Buck has been confirmed
3. Board asked to explore possible topics for the September Education Session.
 - a. Keep a pulse on what issues bubble up with election season in full swing
 - b. Rebranding of EAP & Mental Health could be a topic

Membership Report

Peter shared the most recent individuals who had passed exams. Research is being done on 8 to 9 other individuals. We hope to target 10 to 15 people and are tossing around ideas to be creative. Nick hopes to get something out soon.

Publicity Report

The Board confirmed the newsletter distribution date should be no later than mid-March. Neil has provided a bio. Kim is working on the President's letter. The Board discussed posting the newsletter on Linked In. All materials for the Newsletter should be provided to Bonnie by the end of February. Sarah to provide a list of those who should receive the Newsletter. Peter may have a listing and will forward it since Sarah is out on maternity leave.

Sponsorship Report

Both Nick and Neil have been working on Sponsors. Historically, we reach out to Sponsor's after the first Newsletter has been distributed. Nick has been putting a list of Sponsor's together to contact and Neil has additional people to add to the list. The list will be sent around to the Board for additional suggestions.

Other Business Discussed:

- 1) Peter has everything set up to attend the Leadership Forum. He has a copy of the proposed Agenda and will be sending an email to the Board to see how we feel the Chapter is doing and why. He will then share the collective feedback.
- 2) Kim is working on setting up a summer social.
- 3) The Board still needs to get together for a group picture to post on the website. We may hold off until the April meeting.
- 4) Past positions were reminded to pass information on to new Board Members.

Adjournment

The meeting was adjourned at 8:52 am.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, March 5th at 8:15 a.m. as a teleconference. Dial in information will be provided on the meeting invite. Kim will make sure that the bylaws do not prohibit virtual meetings (versus in-person).

Respectfully submitted,

Bonnie Dean, CEBS