

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on November 5, 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 November 5, 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 8:20 a.m.

Secretary’s Report

The August minutes were approved as distributed.

Treasurer’s Report

Peter provided August, September and October’s Treasurer’s report and they were approved by the Board.

Education Report

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

Membership Report

Nick reported he received a couple of follow up questions as a result of his membership drive email. He will review the records to see if anyone joined and provide an update at the next meeting.

Publicity Report

Craig has been working on our site and provided pictures for the background. He will be using a free image for the site and make sure that everything is up to date.

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) Kim will reach out for suggestions on the upcoming election of officers..

2) Hillary will provide suggestions for an annual dinner location.

Adjournment

The meeting was adjourned at 8:34 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, December 3, 2020 at 8:15 a.m. as a teleconference. Dial in information will be provided on the meeting invite.

Respectfully submitted,

Bonnie Dean, CEBS