

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.  
Minutes of the Board of Directors Meeting Held via Skype October 3, 2019**

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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 October 3, 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 8:05 AM

**Secretary's Report**

The minutes from the September meeting were approved as distributed via email.

**Treasurer's Report**

Kim reviewed the September Treasurer's report sent via email to all attending board members and approved.

**Membership Report**

Peter communicated as of August we have 44 official members with opportunity to reach out to 138 nonmembers in the local areas.

**Sponsorship Report**

Nick confirmed we have total sponsorship pledge of \$3400

**Education Report**

- 1) September Financial Wellness Session recap and feedback:
  - a. Better room layout than previous session with solid attendance
  - b. Strong and very engaging topics and speakers
  - c. Keeping is working with Alok to get more books requested by members

**Other Business Discussed:**

- 1) Confirmed Annual November Meeting will be Maymont and The Dooley Mansion. Sarah will send out invite late October.
- 2) Discussion of potential new board members for 2020.

**Adjournment**

The meeting was adjourned at 8:20 AM

**Next Meeting of the Board**

The next Board meeting is scheduled for Thursday, November 5, 2019 at 8:15 AM

Respectfully submitted,

Sarah Faulkner, CEBS, PHR