

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on September 6, 2018
Panera**

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 May 3, 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 8:30 a.m.

Secretary's Report

The minutes from the August meeting will be distributed over email for approval.

Treasurer's Report

Kim was not in attendance.

Education Report

- a. September Finance Half-Day Meeting – we will send out a meeting reminder today. As of today there are only 3 registrants.
- b. November 8th Meeting will be Shane Tibbet from Louis Ginter, who is confirmed.

Membership Report

Sarah was not in attendance.

Publicity Report

Caroline will prepare a newsletter in October.

Sponsorship Report

There are a number of sponsors; Nick ran through the list. Nick is going to reach out to a few more contacts, or have Kim or Hillary reach out to contacts they know or work with.

Old business:

- 1) Other Topics that are Pended, for future meeting consideration
 - a. Medicare Secondary Payer Rules (Hillary knows a contact)
 - b. Diversity and Inclusion presented by Tina

c. Virginia Marijuana Laws

Adjournment

The meeting was adjourned at 8:54 am.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, October 4 at 8:15 a.m. at the Panera in Willow Lawn.

Respectfully submitted,

Caroline Sage, CEBS