

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on March 13, 2015
VML Insurance Programs**

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 March 13, 2015.

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
Debbie Foster –President	x	
Mary Riley – Vice President	x	
Rebecca Felts - Secretary/Publicity Chair	x	
Jean Robinson – Treasurer	x	
Aimee McAfee – At Large/Sponsorship Chair	x	
Hillary Keeton – At Large/Education Chair	x	
Sharon Jahn – At Large/Membership Chair	x	
Tina Stevens – Past President	x	
Craig Rupert – Webmaster		x

Call to Order

Debbie Foster presided and called the meeting to order at 8:15 a.m.

Secretary’s Report

The minutes from the February 2015 meeting were submitted. A motion was made to approve contingent upon marking Mary Riley as present (sorry Mary), it was seconded, and the motion carried.

Treasurer’s Report

The Treasurer’s Report was submitted. A motion was made to approve, it was seconded and the motion carried.

Education Chair Report

The Education Program schedule was reviewed. Jean Robinson confirmed that Heidi Swecker will be our April speaker.

Membership Report

Sharon Jahn will review the list of outstanding members who have yet to renew. She will mark off those who have retired and will do a reach out to the remaining outstanding members.

Publicity Report

There was nothing new to report.

Sponsorship Report

There was nothing new to report.

Old Business

Debbie Foster will be sending the Board announcement to the Richmond Times-Dispatch (RTD) at the end of next week (March 20) so she will need individual pictures by then. The RTD could not use the group shot.

New Business

Jean Robinson gave us a summary of the conference in Brookfield, WI. We discussed putting the meeting notices in the business calendar of the RTD. We also discussed the possibility of a \$500 scholarship at one of our local colleges as a way to introduce CEBS.

Adjournment

The meeting was adjourned at 9:00 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, April 2, 2015 at 8:15 a.m. at the offices of VML Insurance Programs.

Respectfully submitted,

Rebecca Felts, CEBS