

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.  
Minutes of the Board of Directors Meeting Held on May 7, 2015  
VML Insurance Programs**

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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 May 7, 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 April 2, 2015 meeting were submitted. A motion was made to approve, it was seconded, and the motion carried.

**Treasurer’s Report**

Jean Robinson did not have the report with her, but will email to us this month. She will provide a profit/loss statement at the upcoming meetings.

**Education Chair Report**

Unfortunately, the speaker that Debbie Foster had recruited is unable to attend. Debbie and Mary will get with the Wellness folks at their jobs as a possible substitution; also looking into the possibility of an Ethics speaker.

**Membership Report**

Sharon Jahn was unable to attend, but Debbie reported a total of 61 members to date.

**Publicity Report**

The April newsletter was distributed on 4/7/15.

**Sponsorship Report**

Aimee McAfee had nothing to report. She will provide Debbie with an updated list of sponsors to create a “logo slide” for the next educational event.

**Old Business**

Debbie Foster has contacted the Richmond Times-Dispatch on how to be included on the business calendar. Once our agenda is firmed up, she will submit the June event for posting.

**New Business**

There was no new business.

**Adjournment**

The meeting was adjourned at 8:50 a.m.

**Next Meeting of the Board**

The next Board meeting is scheduled for Thursday, 6/4/2015 at 8:15 a.m. at the offices of VML Insurance Programs.

Respectfully submitted,

Rebecca Felts, CEBS