

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on May 5, 2016
International Mission Board**

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 5, 2016.

| <u>Board Member</u> | <u>Present</u> | <u>Absent</u> |
|--|----------------|---------------|
| Jean Robinson –President | x | |
| Rebecca Felts – Vice President | x | |
| Hillary Keeton - Secretary/Publicity Chair | x | |
| Sharon Jahn – Treasurer | x | |
| | | |
| Nick Ciccolo – At Large/Sponsorship Chair | | X |
| – At Large/Education Chair | x | |
| Dustin Shuman– At Large/Membership Chair | x | |
| Debbie Foster – Past President | x | |
| | | |
| Craig Rupert – Webmaster | | x |

Call to Order

Jean Robinson presided and called the meeting to order at 8:15 a.m.

Secretary’s Report

The minutes from the April 7, 2016 meeting were submitted. A motion was made to approve, it was seconded, and the motion carried.

Treasurer’s Report

Sharon presented the treasurer’s report. A motion was made to approve, it was seconded, and the motion carried.

Education Chair Report

We have set the speakers for the June 9 session and will be adding Kelley Whitaker discussing ACO’s. Bio’s and presentations have been requested from the presenters for the June 9 session.

Membership Report

Chapter local dues are on the PayPal site and Jean has asked Craig to update. Dustin narrowed the list of potential members locally and we will be reaching out to them to discuss benefits of membership.

Publicity Report

Hillary sent out flyer for Social. Jean worked on a slideshow that was presented at social showing the benefits of membership. There was discussion surrounding sending a save the date post card for the rest of the sessions this year.

Sponsorship Report

Nothing to report at this time

Old Business

Presentations will be posted on the website after the June 9 session. Social was set and conducted at Ardent Brewery. We had 20 attendees and we received great feedback. There was discussion

regarding the symposium in Baltimore. ISCEBS Richmond Chapter would like to send as many board members as possible. Deadline for RSVP is August 5. Jean is looking into hotels and perhaps a baseball game.

New Business

Sharon submitted the 990 online and taxes have been filed. There was discussion regarding increasing chapter dues and at this time there did not seem to be a need. There was also discussion regarding a membership option for those who are retired, unemployed or a college student and offering that membership at \$25.

Adjournment

The meeting was adjourned at 9:15 a.m.

Next Meeting of the Board

The next Board meeting is scheduled for Thursday, June 2 at 8:15 a.m. at the offices of International Mission Board

Respectfully submitted,

Hillary Keeton, CEBS