

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.  
Minutes of the Board of Directors Meeting Held on May 4, 2017  
International Mission Board**

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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 4, 2017.

| <u>Board Member</u>                        | <u>Present</u> | <u>Absent</u> |
|--|----------------|---------------|
| Rebecca Felts – President                  | x              |               |
| Sharon Jahn – Vice President               | x              |               |
| Julie Harrison – Secretary/Publicity Chair | x              |               |
| Hillary Keeton – Treasurer                 | x              |               |
| Nick Ciccolo – At Large/Sponsorship Chair  |                | x             |
| Kim Csan – At Large/Membership Chair       | x              |               |
| Jean Robinson – Past President             | x              |               |
| Craig Rupert – Webmaster                   |                | x             |

**Call to Order**

Rebecca presided and called the meeting to order at 8:30 a.m.

**Secretary’s Report**

The minutes from the April meeting were approved as distributed.

**Treasurer’s Report**

The treasurer’s report was approved as distributed.

**Membership Report**

Kim has sent a follow-up email to all outstanding members. She reported that a student she spoke with said joining the chapter would depend on availability of continuing education credits. The group discussed CPE credits.

**Publicity Report**

No report.

**Sponsorship Report**

Nick’s report was distributed separately from the meeting. He currently has either commitments or checks in hand from 11 organizations and prospects for several more from organizations he contacted at the start of the year.

**Old business:**

- 1) Chapter signage - Sharon met with a sign designer and distributed mock-ups of possible sign designs.
- 2) May social event – Jean secured Legend Brewing Company as the location for the May 23 chapter social. Legends is a restaurant and brewery centrally located on the James River downtown. The group made food and drink selections for the event. The estimated cost for the event is \$1,000.

**New business:**

- 1) June education event – Several speakers have been identified and confirmed for the June 22 event. Additional topics and speakers are pending.
- 2) CEBS program redesign – ISCEBS announced a major redesign of the CEBS designation program in early April. Julie attended the national webcast describing the redesign on April 21 and shared the themes from the webcast, especially the dynamic use of case studies in the course materials and the exams. The current eight-course program is being replaced with a five-course program. Several Board members expressed concern that the redesign was introduced abruptly without feedback from the membership and that the new program may not be seen by employers and the business community as being as robust as the current program.

**Adjournment**

The meeting was adjourned at 9:30 a.m.

**Next Meeting of the Board**

The next Board meeting is scheduled for Thursday, June 1 at 8:15 a.m. at Panera Bread at Broad Street and Willow Lawn Drive.

Respectfully submitted,

Julie Harrison, CEBS