

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.
Minutes of the Board of Directors Meeting Held on August 3, 2023
Via Teleconference**

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 August 3, 2023.

Board Member	Present	Absent
Peter Thompson – President	x	
Vacant - Vice President		
Sarah Faulkner– Treasurer/Past President	x	
Vacant - Secretary		
Susan Woodward - At Large/Membership Chair	x	
Vacant - At Large/Sponsorship Chair		

Call to Order

The meeting was called to order at 8:18 AM.

Secretary’s Report

The June 2023 Minutes were approved.

Treasurer’s Report

The June and July 2023 Treasurer’s Report was approved.

Education Report

Nothing to report.

Membership Report

Nothing to report.

Publicity Report

Nothing to report.

Sponsorship Report

Nothing to report.

New Business

- The Board discussed planning and preparation for the Fall Education Session, including selection and confirmation of an event date and venue, proposed topics, agenda, and possible speakers.
- Sarah provided available dates to reserve a meeting space at The Westwood Club. The Board selected Tuesday, October 10th. Sarah will confirm and reserve the meeting space with Westwood.
- The Board reviewed the proposed list of topics and possible speakers. Based on feedback, additional topics were discussed and would be distributed for further review.
- The Board discussed outreach to former members who expressed interest in volunteering.

Adjournment

There being no other business, the meeting was adjourned at 8:40 AM.

Next Meeting of the Board

A Board meeting is not scheduled for the month of July.

The next Board meeting is scheduled for Thursday, September 7, 2023, at 8:15 a.m.

Respectfully submitted,

Peter S. Thompson, CEBS