

**The Richmond Chapter of the International Society of Certified Employee Benefit Specialists, Inc.  
Minutes of the Board of Directors Meeting Held on August 31, 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 31, 2023.

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
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 August 2023 Minutes were approved.

**Treasurer’s Report**

The August 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 Event. The Board confirmed speakers for the event and an October 10<sup>th</sup> meeting date at Westwood Club. Topics include Connecting DEI to a Health Benefits Strategy, Retirement Readiness, and Family Caregiving. Board members would work with speakers to collect presentation materials, bios, and headshots to help promote the event.
- Peter noted that in previous years the cost of attendance at the fall event was generally higher than regular education events due to the number of speakers and suggested the Board continue with the same pricing structure for this year. The Board agreed that the cost for the 2023 Fall Education Event would be \$35 (\$25 for members).
- The Board also confirmed that Dominic Willsdon, Executive Director of the Institute for Contemporary Art at Virginia Commonwealth University is confirmed as the guest speaker for the ISCEBS Richmond Annual Meeting. The meeting is scheduled for November 30, 2023 at the Westwood Club.
- The Board discussed the local chapter dues and membership pricing and agreed to maintain the current pricing for 2024. Peter would notify the Society of the Board's decision.
- The Board discussed the development and timeline for the Fall/Winter 2023 Newsletter. Board members would reach out to the Society for assistance with creating a registration link for the Fall Education Event and target mid-September to distribute the newsletter to members.
- The Board discussed recruitment for 2024 Chapter officers and outreach to former members.

## **Adjournment**

There being no other business, the meeting was adjourned at 8:58 AM.

## **Next Meeting of the Board**

The next Board meeting is scheduled for Thursday, October 5, 2023, at 8:15 a.m.

Respectfully submitted,

Peter S. Thompson, CEBS