



**Virginia Beach Retired Employees Association
Minutes of the Board of Directors
October 21, 2020 at 11:00 AM
Gus and George's Spaghetti and Steakhouse**

Email: vbrea.webmaster@gmail.com

Website: vbrea.org

Board of Directors Present:

President – Pete Leavitt

Vice President – Phillip White

Secretary – Kathy Smith

Treasurer – Donna Brehm

Members – Rose Dawley, Twila Leavitt, Nancy Moore (absent)

Webmasters – Cathy and Stan Morse

Welcome:

Pete Leavitt called the meeting to order and welcomed everyone.

Report of Board Members:

President – Pete Leavitt

- He announced that he has not met with the new city manager; he hopes to meet with him in early 2021.
- He heard from a member of the city's building two memorial committee. The committee is not meeting due to COVID-19. It was suggested that a member of this committee speak at one of our general membership meetings.
- Next pre-retirement meeting is November 13, 2020.
- The below Bylaw change was revisited and discussed:

Item #1

Current:

4.11 Webmaster

The Webmaster is responsible for designing the organization's website that supports the needs of the board and membership while maintaining system and content functionality. The Webmaster is appointed by the Board of Directors and is a non-voting member of the Board.

Proposed Change:

4.11 Webmaster

The Webmaster is responsible for designing the organization's website that supports the needs of the board and membership while maintaining system and content functionality. The Webmaster is appointed by the Board of Directors and may be a **voting** member of the Board.

Intent: To allow the webmaster to be a full member of the Board. The way it is worded it sounds like they cannot be a full member of the Board.

Decision: Twila moved and Donna seconded that the aforementioned proposed Bylaws change be posted on the VBREA website, an email blast be sent to all members requesting for their comments and the Board will vote on the change at November's meeting.

Questions regarding items discussed in these minutes should be sent via email to vbrea.webmaster@gmail.com.

Vice President – Phillip White

- Phillip presented a letter for an email blast to general membership.
- Letter attached to these minutes.

Secretary – Kathy Smith

- September 16, 2020 Board minutes were previously approved via email to the Board and posted on VBREA website.

Treasurer – Donna Brehm

- Twila moved and Phillip seconded that the Treasurer's Report of October 21, 2020 be approved. Motion carried.
- Report attached to these minutes.

Report of Committees:

Benefits/Wellness – Rose Dawley

- Deadline for open enrollment for those still under the City health insurance policy is October 23, 2020 at 5:00 p.m. It will be passive enrollment; health and dental plans rollover.
- HSA contributions will increase for 2021; this is non-passive and requires members to enroll to continue.
- Any retiree can enroll in legal resources.

Communications – Twila Leavitt

- Committee did not meet in October.
- Committee desperately needs additional members.

Involvement Committee – Nancy Moore (absent)

- Today's speaker is Lynn Hightower from DeWitt Cottage.
- Report attached to these minutes.

Finance Committee – Donna Brehm

- No activity.

Membership Committee – Donna Brehm

- Donna reported that thirty-seven (37) dues notices were mailed to members who had outstanding 2020 dues. Five (5) members return their payment. Three (3) members' notices were returned with forwarding addresses.

Webmaster – Cathy & Stan Morse

- Website visits has increased.
- Pete to prepare a new message for "Our President" page.
- "Welcome New Retirees" list will be added to the website. Twila to assist with identifying departments from abbreviations.
- Cathy to contact businesses on the "Commerce" page to verify the information is still correct.
- Report attached to these minutes.

Unfinished Business:

None

New Business:

Rose to contact the Department of Agriculture to obtain information on programs that may benefit from a monetary donation from our association.

Next Board meeting will be held November 18, 2020 at Gus and George's Spaghetti and Steakhouse at 11:00 a.m. followed by general membership lunch and meeting at 12:00 noon. Due to COVID-19 restrictions, members will be asked to RSVP.

There being no further business, the meeting of the Board of Directors was adjourned at 11:50 a.m. followed by lunch and the meeting of the general membership.

Respectfully submitted,

Kathy Smith

Kathy Smith

Board Secretary

Virginia Beach Retired Employees Association (VBREA)

Minutes Approved Electronically

Reports Attached

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Virginia Beach Retired Employees Association**2405 Courthouse Drive B-68****Virginia Beach, VA 23456**

October 15, 2020

Dear Officers of the Board,

As per the By-laws of the Virginia Beach Retired Employees Association (VBREA) I, Phillip J. White, Vice President for the term ending December 31, 2021 have appointed a Nominating Committee for the upcoming November 2020 election of Director at Large Members for the two year term-January 1, 2021 to December 31, 2022. The Nominating Committee consists of:

Phillip J. White**Bettye J. White****Timothy Ferguson**

I have asked this letter to be emailed to the Association members who have access to a computer asking for additional nominees to the members that have already volunteered for said positions below:

Director ---Cathy Morse**Director---Nancy Moore****Director---Twila Leavitt****Director----Vacant****Director---Vacant**

If there are additional nominees for the Directors at Large, ballots will be given out at the Annual Meeting on November 18, 2020 at Gus and George's Restaurant and an election will take place.

Respectfully submitted,

Phillip J. White, Vice President

VBREA TREASURER'S REPORT - OCTOBER 21, 2020					
REPORT PERIOD:	September 1-30				
WELLS FARGO CHECKING: STARTING BALANCE:					\$1,077.14
CREDITS					
DEBITS	Weebly subscription				19.95
RECONCILED CHECKING BALANCE WITH SEPTEMBER 30 STATEMENT					\$1,057.19
ACTUAL CHECKING BALANCE AS OF October 21, 2020					\$1,057.19
WELLS FARGO SAVINGS: STARTING BALANCE:					\$5,087.88
CREDITS	INTEREST:	\$0.04			
DEBITS					
RECONCILED SAVINGS BALANCE WITH SEPTEMBER 30 STATEMENT					\$5,087.92
ACTUAL SAVINGS BALANCE AS OF OCTOBER 21, 2020					\$5,087.92
VA BEACH CREDIT UNION CHECKING STARTING BALANCE:					\$3,403.58
DEPOSITS	1new/renew	\$27.00		27.00	
DIVIDENDS	\$0.14		0.14		
DEBITS	0		\$0.00		
RECONCILED CHECKING BALANCE WITH SEPTEMBER 30 STATEMENT					\$3,430.72
Deposit	10-17-20. All 2020 renewals		\$60.00		60
ACTUAL VBCU CHECKING BALANCE AS OF OCTOBER 21, 2020					\$3,490.72
VBCU SAVINGS BALANCE ON SEPTEMBER 30, 2020					\$9.00
TOTAL ASSETS OF VBREA TO DATE					\$9,644.83

Questions regarding items discussed in these minutes should be sent via email to vbrea.webmaster@gmail.com.

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**Involvement Committee
Meeting Minutes
Thursday, October 8, 2020
Y-Not Italian restaurant, Virginia Beach, VA**

Present were, Nancy Moore, Ilene Snyder, Pete Leavitt, Roberta Snyder, Rose Dawley Pat Hamm, and Joelle Talbot

Absent were Louise Pesnicak, Jean Marshall, and Sue Shipp Sullivan

The committee discussed the October 21, 2020 General Lunch Meeting. This will be held at Gus and George's Restaurant. But due to COVID-19 we can only have 40 attend to maintain social distancing. Members will need to RSVP by October 16, 2020 if they are coming. They will email their response to Nancy at ncmoore27@gmail.com. Also, we will ask the members if they do RSVP they are coming and find out they cannot, they will need to let Nancy Moore know by Monday, October 19, 2020 so she can contact people who may be on the waitlist. There will be no 50/50 collection or giveaways at this time.

Speaker for this meeting will be Lynne Hightower with The DeWitt Cottage. Louise Pesnicak had contacted him and he is willing to come. Louise will not be at the meeting so Joelle said she would be on the lookout for him. He will also be invited to have lunch on the Association.

Discussed the Annual Meeting for November 18, 2020 and decided it will be held at Gus and George's and will follow the same guidelines at the October 21, 2020 meeting. Deadline line for RSVPs will be November 13, 2020. Speaker will be Karen Fautier and she will also be invited to have lunch on the Association. Nancy will also have the members RSVP to her. There will be no 50/50 collection or giveaways at this time.

Discussed the Christmas meeting in December. Committee members, at this time, may forego this meeting and hopefully be able to start back first of the year. This will be discussed further after seeing how the October meeting goes.

Joelle will contact the golf course just to see if they are open and what restrictions they may have.

Nancy stated she received information from a member about a meeting place at Il Gardino's on Virginia Beach Blvd. She was told they have a big meeting room. This will be checked out for future meetings. Also, Golden Corral on Independence will be checked out for future meetings also.

It will be determined after the October meeting if the committee needs to meet in November.

Reported by:

Nancy Moore, Chair
Involvement Committee

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vbrea.webmaster@gmail.com.*

**Website Report – Cathy & Stan Morse
Virginia Beach Retired Employees Association
Board of Directors Meeting: October 21, 2020
11:00 a.m. - Gus & George’s Restaurant**

Our site is: www.vbrea.org

Our email is: vbrea.webmaster@gmail.com

**Webmaster Dashboard Unique Visitors Report
September 21, 2020 – October 20, 2020**

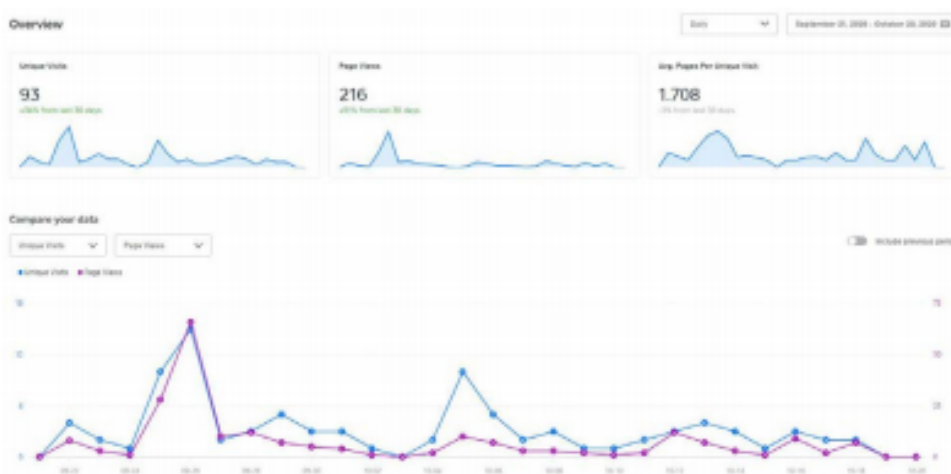
Unique Visitors: Every computer has its unique code so individual computer visits are only once during a week from a Monday through a Sunday no matter how many times that individual computer visits.

Sep 21 – Oct 5	Unique Visitors	Page Views	Oct 6 – Oct 20	Unique Visitors	Page Views
21	0	0	6	5	7
22	4	8	7	2	3
23	2	3	8	3	3
24	1	1	9	1	2
25	10	28	10	1	1
26	15	66	11	2	2
27	2	10	12	3	12
28	3	12	13	4	7
29	5	7	14	3	3
30	3	5	15	1	1
Oct 1	3	4	16	3	9
2	1	1	17	2	2
3	0	0	18	2	7
4	2	2	19	0	0
5	10	10	20	0	0

Table above reflects the past 30 days. Activity on the website has been up most of this reporting period. We continue to believe this to be a combination of new retirees, members looking for meeting information, and the fact that Open Enrollment is underway. Updates to the website in the last month: updated front page and Calendar page with October’s General Membership Meeting and instructions to RSVP; updated BENEFITS & YOU page to reflect Open Enrollment is now, deleted the Virtual Benefits Fair announcement since it had passed, added 4th Quarter CVB Retiree Newsletter, added 4th Quarter BeWell BEAT; posted VBREA Board Meeting minutes from September on the STAY CONNECTED page. Have not yet added the page we discussed at the last Board meeting to list new retirees. Still working on confirmation of the names and departments.

Questions regarding items discussed in these minutes should be sent via email to vbrea.webmaster@gmail.com.

Webmaster Views Report
September 21, 2020 through October 20, 2020



Top Pages Reviewed: The figures indicate which pages had more “interest” for viewers.

Page Name	Views past 30 days	Vs Previous 30 days
/	34	+39.08%
/about-us.html	6	+60.0%
/benefits-and-you.html	7	+35.0%
/calendar.html	8	+34.78%
/in-gratitude.html	1	+9.09%
/index.html	0	+0.00%
/local-commerce.html	1	+12.5%
/membership.html	8	+44.44%
/our-president.html	4	+26.67%
/services-opportunities.html	1	+20.0
/stay-connected.html	2	+9.52%
/vbrea-events.html	2	+9.52%

According to Weebly analytics, unique visits to the website went up a good 34% over the last 30 days than from the previous 30 days. There were 216 page views, which is also significantly up 51% from the prior 30 days. Unique visits viewed an average of 1.708 pages, which is a decrease of just 3%. You will see in the chart above that there was a continued increase in views to almost all pages of our website from the previous 30 days. We’d like this to continue by insuring we have timely information and frequent updates.

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