



**Virginia Beach Retired Employees Association  
Minutes of the Board of Directors  
February 16, 2022, at 9:30 a.m.**

**Agriculture Building Large Conference Room  
Email: [vbrea.webmaster@gmail.com](mailto:vbrea.webmaster@gmail.com)**

**Website: [vbrea.org](http://vbrea.org)**

**Board of Directors Present:**

President – Pete Leavitt (absent)  
Vice President – Phillip White  
Secretary – Kathy Smith  
Treasurer – Donna Brehm  
Members – Twila Leavitt (absent), Nancy Moore  
Webmasters – Cathy Morse, Stan Morse (absent)

**Welcome:**

The Vice-President welcomed everyone in attendance.

**Report of Board Members:**

President – Pete Leavitt (No report)

Vice President – Phillip White (No report)

Secretary – Kathy Smith

- Nancy Moore moved and Donna Brehm seconded that the minutes of January 19, 2022 be approved as corrected and posted on the VBREA website. Motion carried.

Treasurer – Donna Brehm

- Nancy Moore moved and Kathy Smith seconded to accept the February Treasurer Report. Motion carried.
- Report attached to these minutes.

**Report of Committees:**

Benefits/Wellness – Chair Vacant

- VRS COLA for 2022 is 3.85% effective July 2022 (August's paycheck).
- No report.

Communications – Phillip White, Acting Chair

- The revised letter sent to new retirees is now in use.
- Phillip will ask Pete if a retirement package is given to retirees. If so, can our letter be placed in the package to save postage.
- Once the Duties and Responsibilities are finalized, the webmaster report will become a part of the Communications report.
- Report attached to these minutes.

Finance – Donna Brehm

- Committee is dormant until July 2022 when the yearly audit will be performed.

*Questions regarding items discussed in these minutes should be sent via email to [vbrea.webmaster@gmail.com](mailto:vbrea.webmaster@gmail.com).*

## Involvement Committee – Nancy Moore

- Pending availability, our annual picnic will be held at the Military Aviation Museum. It will be catered by Pollards Chicken. Donna Brehm moved and Cathy Morse seconded that the organization pay the admission fee for members. Motion carried. More information to follow.
- Report attached to these minutes.

## Nominating Committee – Phillip White

- Committee is dormant until September 2022 when they prepare for the yearly elections.

## Membership Committee – Donna Brehm

- Sixty-eight members have not paid their 2022 dues. Reminder notices will be mailed in early March advising the dues are to be paid by June 1, 2022.
- The Board to reexamine how one is chosen for Honorary Membership.

## Webmaster – Cathy &amp; Stan Morse

- Report attached to these minutes.

**Unfinished Business:**

- Duties and Responsibilities received final modifications. Kathy Smith to make the modifications and email to the Board for electronic vote.
- Nancy Moore to chair Bylaws Committee.
- Donna Brehm to follow-up with MPO Jason Karangelen as our donation check has not been deposited.
- Positions on the Board are still open.

**New Business:**

- None

The next Board meeting will be held on March 16, 2022 at 9:30 a.m. followed by the general membership lunch and meeting at 12 noon.

There being no further business, the meeting was adjourned at 10:50 a.m. followed by general membership lunch and meeting at the Golden Corral.

Respectfully submitted,

*Kathy Smith*

Board Secretary

Virginia Beach Retired Employees Association (VBREA)

Reports Attached

Minutes approved as corrected electronically via email by the Board.

**VBREA TREASURER'S REPORT - FEBRUARY 16, 2022**

<b>REPORT PERIOD:</b>		<b>JANUARY 1-31, 2022</b>					
<b>VA BEACH CREDIT UNION CHECKING</b>							
			<b>STARTING BALANCE:</b>				<b>\$1,340.33</b>
	<b>CREDITS</b>	Dues-5-2022, 1-New Member-2022	\$89.00				
		JANUARY 50/50-\$17					
		Interest-Monthly	\$0.06				
	<b>DEBITS</b>		\$0.00				
<b>RECONCILED BALANCE WITH JANUARY 31 STATEMENT</b>							<b>\$1,429.39</b>
<b>VA. BEACH CREDIT UNION SAVINGS</b>							
			<b>STARTING BALANCE</b>				<b>\$2,277.40</b>
	<b>CREDITS</b>	INTEREST-Monthly	\$0.29				\$0.29
	<b>DEBITS</b>		\$0.00				
<b>RECONCILED BALANCE WITH JANUARY 31 STATEMENT</b>							<b>\$2,277.69</b>
<b>VA. BEACH CREDIT UNION MONEY MARKET ACCT.</b>							
			<b>STARTING BALANCE</b>				<b>\$5,007.31</b>
	<b>CREDITS</b>	INTEREST-Monthly	\$0.85				\$0.85
	<b>DEBITS</b>		\$0.00				
<b>RECONCILED BALANCE WITH JANUARY 31 STATEMENT</b>							<b>\$5,008.16</b>
<b>TOTAL ASSETS OF VBREA AS OF JANUARY 31, 2022</b>							<b>\$8,715.24</b>

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**VBREA COMMUNICATION COMMITTEE MINUTES**

The Communication Committee met February 8, 2022 at 8:30 A.M. at Brick House Diner, 941 Providence Square Shopping Square.

Those present were Phillip White, Acting Chairman, Mary Cardwell, Maggie Saunders, Cathy Morse, and Stan Morse.

Phillip welcomed everyone.

Breakfast was enjoyed by all.

The procedure for mailing letters was discussed. Cathy verifies the retirees list, around the 15<sup>th</sup> of the month. She sends it to Phillip who prints the letters. The letters, envelopes and stamps are given to Maggie who addresses the envelopes and mails them.

In January, 61 letters were to be mailed.

Cathy reported the Website has updates each month. She features news from City departments.

Since the Webmaster is a part of the communication committee, the decision as to whether or not the Webmaster's report should be a part of the Communication Committee minutes will be discussed at the next Board meeting.

The next meeting will be March 8, 2022 at 9 A.M. at Brick House Diner.

The meeting adjourned at 9:25 A.M.

Respectfully submitted,

Mary Cardwell, Secretary  
Phillip J. White, Acting Chair

The Involvement Committee  
Meeting Minutes  
Tuesday, February 1, 2022  
10:00 a.m.  
Agricultural Building  
Virginia Beach, VA

Present were: Nancy Moore, Ilene Snyder, Louise Pesnicak, Pat Hamm, and Joelle Talbot  
Absent were Pete Leavitt, Jean Marshall, Sue Shipp Sullivan, Rose Dawley, and Roberta Snyder

There were about 22 members at the first lunch of 2022 held at the Golden Corral, Independence Blvd. on Wednesday, January 19. The February lunch will also be at the Golden Corral on Wednesday, February 16. We are hoping more members will attend.

Possible locations for lunches in 2022 were discussed. Louise will contact Dock Side Restaurant to see exactly what their policy is about taking reservations for a future lunch there. It was decided to put off lunch at Y-Not Italian Restaurant until we can come up with a good plan for member reservations and payment.

March 16, 2022 – Gus and George’s

April 20 or May 18 – We would like to have lunches at Dock Side or Liz’s Kitchen. We will look into both locations and decide what to do at future meetings.

June 15 - will be the annual picnic. We are looking into The Aviation Museum in Pungo. Will also look into possibly having the picnic there. The Farmers Market is the other location under consideration and everyone has always been very pleased with having it there before.

July 20 – location to be determined.

August – vacation month, no lunch meeting.

September 21 – Golden Corral

October 19 – TBD

November 16 - Annual meeting, location to be determined.

December 14 – Annual Christmas lunch at the VB National Golf Course.

The possibility of having a group tour of the Aviation Museum was also discussed. Nancy will find out what the price for tours are and how many we might need to have. If we have the tour in the fall or spring it was suggested that we have lunch at Margie and Ray’s after the tour. This will be looked into at future committee meetings. At the next meeting we will look into possible speakers for future lunches.

The meeting adjourned at 11:15 PM. Next meeting will be Tuesday, March 1, at 10:00 AM at this same location.

**Webmaster Report – Cathy & Stan Morse**  
**Virginia Beach Retired Employees Association**  
**Board of Directors Meeting – February 16, 2022**  
**9:00 a.m. – Virginia Beach Agriculture Dept. Conference Room**

Our site is: [www.vbrea.org](http://www.vbrea.org)

Our email is: [vbrea.webmaster@gmail.com](mailto:vbrea.webmaster@gmail.com)

**Webmaster Dashboard Unique Visitors Report**  
**January 16, 2022 – February 14, 2022**

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.

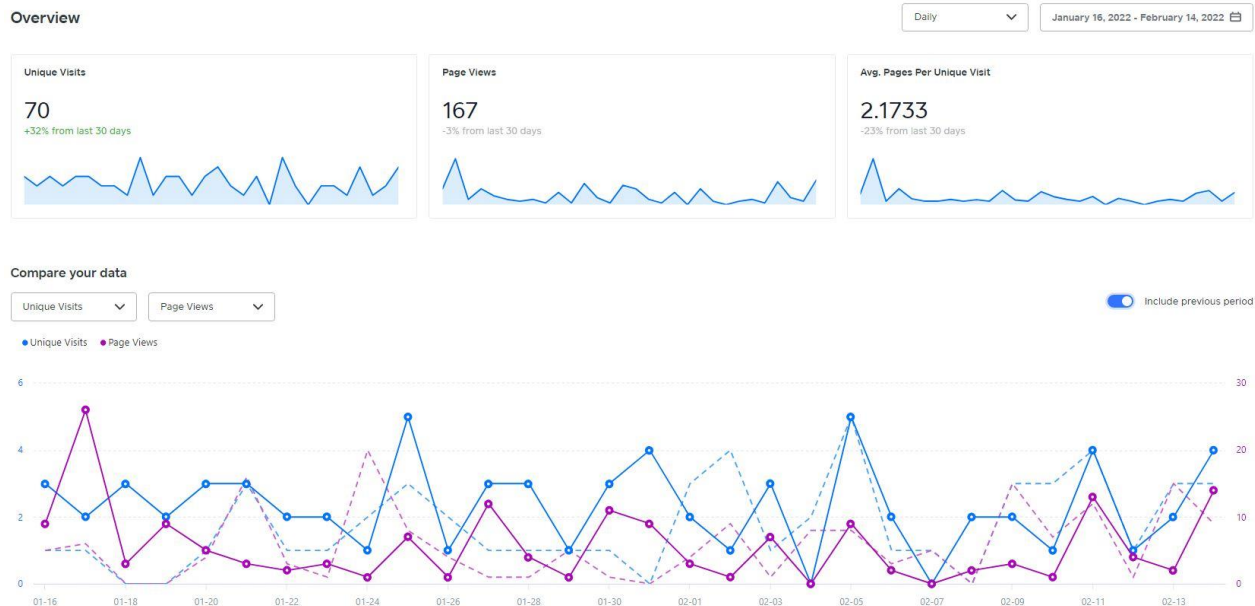
Jan 16 – Jan 30	Unique Visitors	Page Views
16	3	9
17	2	26
18	3	3
19	2	9
20	3	5
21	3	3
22	2	2
23	2	3
24	1	1
25	5	7
26	1	1
27	3	12
28	3	4
29	1	1
30	3	11

Jan 31 – Feb 14	Unique Visitors	Page Views
Jan 31	4	9
Feb 1	2	3
2	1	1
3	3	7
4	0	0
5	5	9
6	2	2
7	0	0
8	2	2
9	2	3
10	1	1
11	4	13
12	1	4
13	2	2
14	4	14

Table above reflects the past 30 days. Activity on the website continues to trend upwards, although unique visits are down. This indicates less new visitors and more previous visitors are returning to the site spending more time visiting all pages. Updates to the website include: Updated all graphics to St. Valentine's in late January then to St. Patrick's this week; On the HOME page, added a graphic about the VRS COLA; added a link to the CDC to keep up on Covid 19 Guidelines and Recommendations; posted the location of the February 2022 General Membership meeting; on OUR PRESIDENT page updated the President's Message with the upcoming General Membership Meeting date and location; on the CALENDAR page updated the February 2022 General Membership Meeting date and location; on the BENEFITS & YOU pages updated upcoming events and removed past events; updated the Deferred Compensation section; on the CVB-PT-POSITIONS-SPOTLIGHT removed expired and added some new job postings; on the NEW RETIREES page added CVB retirees from January 1, 2022.

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## Webmaster Views Report January 16, 2022 – February 14, 2022



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

Page Name	Views past 30 days	Vs Previous 30 days
/	30	+42.86%
/about-us.html	5	+71.43%
/benefits-and-you.html	8	+72.73%
/calendar.html	2	+15.38%
/cvb-pt-positions-spotlight.html	0	-
/in-gratitude.html	0	-
/local-commerce.html	0	-
/membership.html	1	+10.00%
/new-retirees.html	10	+23.26%
/our-president.html	4	+50.00%
/services-opportunities.html	1	+33.33%
/stay-connected.html	3	+42.86%
/vbrea-events.html	0	-

According to Weebly analytics, there were 70 unique visits, which is up 32% over the last 30 days than from the previous 30 days. There were 167 page views, 3% less than the previous 30 days. Unique visits viewed an average of 2.1733 pages, which is a decrease of 23%. The dotted lines on the graphic above show the previous 30 days for comparison. The increase in unique visits could mean new retirees checking out our website, hopefully as a result of receiving a letter from the Communications Committee. There was a peak last week, which could indicate members checking for information on our next meeting date and site. Activity on the majority of our pages continues to increase, as shown on the second chart above, which indicates those that are visiting are spending more time looking through these pages of our site. However, there was no activity whatsoever on 4 pages of our pages over the past 30 days. These 4 pages tend to have little to no change, so it is not surprising.

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