



**Virginia Beach Retired Employees Association  
Minutes of the Board of Directors  
June 15, 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:**

President – Pete Leavitt

Vice President – Phillip White

Secretary – Kathy Smith

Treasurer – Donna Brehm

Members – Twila Leavitt, Nancy Moore

Webmasters – Cathy Morse, Stan Morse (absent)

**Welcome:**

The President welcomed everyone one in attendance.

**Reports of Board Members:**

President – Pete Leavitt

- The pre-retirement seminar held on Friday, May 20<sup>th</sup>, was in person and limited to 25 attendees.

Vice President – Phillip White

- No Report

Secretary – Kathy Smith

- The minutes had been approved via email.

Treasurer – Donna Brehm

- 1 new and 3 renewal members
- Moved by Nancy and seconded by Phil to accept the Treasurer Report as corrected. Motion Carried
- Report attached to these minutes.

**Reports of Committees:**

Benefits/Wellness – Chair Vacant

- No Report

Communications – Phillip White

- Twila announced she will resume as chair in September. When she returns, she plans to send out an email blast seeking more volunteers for all committees, special request for a media person.
- Maggie sent out 17 letters.
- Mary Cardwell wanted to see if anyone is willing to bring in a few books to donate. It was suggested to ask her to head this up.
- Webmaster announced that traffic was up on almost all categories. She sent out two email blasts regarding the June 15<sup>th</sup> picnic.
- Reports are attached to these minutes.

Finance – Donna Brehm

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

## Involvement Committee – Nancy Moore

- June 15 – Annual picnic will be at the Military Aviation Museum in Pungo. Cost for members will be free for the lunch and the tour. Guests will be charged \$10 for the lunch and \$10 for the tour. There are sixty-seven attendees which includes five Docents and speaker. Forty-four signed up for the tour. Pollards will be catering the lunch. A \$100.00 donation will be presented to the Military Aviation Museum. A \$25.00 cash tip will be given to the Pollard's driver.
- July 20 – will be at Golden Corral. Hope to have a speaker present.
- August – Recessed; no lunch meeting.
- September 21 – may be at Taco Loco located on Virginia Beach Blvd. near Bone Fish Restaurant and Sam's Club. Hope to have a speaker present.
- October 19 – either Gus and George's or Golden Corral.
- November 16 – Annual Meeting – location to be determined. Committee decided to do lunch this year instead of a morning meeting.
- December 14 – Annual Christmas lunch – will be at the VB National Golf Club.
- Phil moved and Kathy seconded to have a second luncheon outing in September or October. Motion carried. The Committee will discuss and report back to the Board in July. It was suggested that this luncheon include a short class (i.e., provided by Farmer's Market) or a craft class (i.e., make and take). Depending on the class, the Board will discuss whether to pay the class fee for members or charge a nominal fee.
- Report attached to these minutes.

## Nominating Committee – Phillip White

- Committee is dormant until September 2022 when they will prepare for yearly elections.
- It was suggested that the committee be expanded to include other VBREA members.

## Membership Committee – Donna Brehm

- Three current membership lists were disseminated to Board members:
  - Suspended Members as of June 15, 2022 (39 members)
  - Honorary Members (2 members)
  - Active Members (268 members)

**Unfinished Business:**

- Cathy moved and Donna seconded that the updated Bylaws proposed changes be accepted and posted on vbrea.org for the membership. Cathy will prepare the document for our website identifying the changes. The proposed changes are included at the end of these minutes. Kathy to update the Duties and Responsibilities by changing 'retiree' to 'member' and 'Involvement and Opportunities Committee' to 'Involvement Committee'. These changes conform to the updated Bylaws.
- Annual Meeting agenda to include State of the Organization.

**New Business:**

- United Way will be forth coming. Contributions can continue to be made to the 5/31 Memorial.

The next Board meeting will be held on July 20, 2022 at 10:00 a.m. followed by the general membership lunch and meeting at 12 noon at Golden Corral on Independence Boulevard.

There being no further business, the meeting was adjourned at 10:45 a.m. followed by the general membership lunch and meeting at Military Aviation Museum.

Respectfully submitted by,

*Kathy Smith*

Secretary

Reports Attached

Minutes approved by the Board via email.

VBREA TREASURER'S REPORT - JUNE 15, 2022				
REPORT PERIOD:		MAY 1-31, 2022		
<b>VA BEACH CREDIT UNION CHECKING</b>				
		STARTING BALANCE:		\$1,354.74
CREDITS	1 New member, 1 Renewal (overpaid)	\$27.00		\$27.00
	April and May 50/50, 3 2022 renewals,	\$101.00		\$101.00
	Interest-Monthly	\$0.06		\$0.06
DEBITS	Check # 1011-Phil White for stamps	\$58.00		\$58.00
RECONCILED BALANCE WITH MAY 31 STATEMENT				\$1,424.80
<b>VA. BEACH CREDIT UNION SAVINGS</b>				
		STARTING BALANCE		\$2,278.52
CREDITS	INTEREST-Monthly	\$0.29		\$0.29
DEBITS		\$0.00		\$0.00
RECONCILED BALANCE WITH MAY 31 STATEMENT				\$2,278.81
<b>VA. BEACH CREDIT UNION MONEY MARKET ACCT.</b>				
		STARTING BALANCE		\$5,010.60
CREDITS	INTEREST-Monthly	\$0.85		\$0.85
DEBITS		\$0.00		\$0.00
RECONCILED BALANCE WITH MAY 31 STATEMENT				\$5,011.45
TOTAL ASSETS OF VBREA AS OF MAY 31, 2022				\$8,715.06

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

**VBREA COMMUNICATION COMMITTEE JUNE MEETING MINUTES**

The Communication Committee met June 14, 2022, at 9:00 A.M. at Brick House Diner, 941 Providence Square Shopping Square.

Those present were Phillip White, Acting Chairman, Twila Leavitt, Mary Cardwell, Maggie Saunders, Cathy Morse, and Stan Morse. Pete Leavitt and Amber Morse were guests.

Phillip welcomed everyone.

Breakfast was enjoyed by all. Great place to eat!

The meeting began at 9:55 A.M.

**Old business:**

None

**New business:****Correspondence:**

Maggie sent letters to 17 retirees in May. As a special touch she is putting stickers on the envelopes for those retirees with 35 or more years of service to the city. She also agreed to take the minutes for our July meeting because our secretary will be on vacation.

**Webmaster's report:**

Cathy stated that the traffic was up in all categories except one. A retirement seminar was held May 20. Pete will add to his letter on the website. Cathy sent out two emails regarding the picnic on June 15 as a special reminder to the organization.

Twila stated she plans to assume the chair in September. One of her first projects will be to disseminate a blast requesting more volunteers for all committees with a special request for a media person for our committee.

The next meeting will be July 12, 2022, at 9 A.M. at Brick House Diner. There will no have a meeting in August.

The meeting adjourned at 10:10 A.M.

Respectfully submitted,

Mary Cardwell, Secretary      Phillip J. White, Acting Chair

**Webmaster Report – Cathy & Stan Morse**  
**Virginia Beach Retired Employees Association**  
**Communications Committee Meeting – June 14, 2022**  
**9:00 a.m. – Brick House Diner**

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**  
**May 14, 2022 – June 12, 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.

May 14 – May 28	Unique Visitors	Page Views	May 29 – Jun 12	Unique Visitors	Page Views
14	6	10	29	0	0
15	2	2	30	2	2
16	0	0	31	6	11
17	4	4	1	4	15
18	3	7	2	3	3
19	2	10	3	2	6
20	15	25	4	6	13
21	12	15	5	3	10
22	3	4	6	1	1
23	7	9	7	6	14
24	6	11	8	5	14
25	3	11	9	1	3
26	2	4	10	2	5
27	1	1	11	2	7
28	1	1	12	4	7

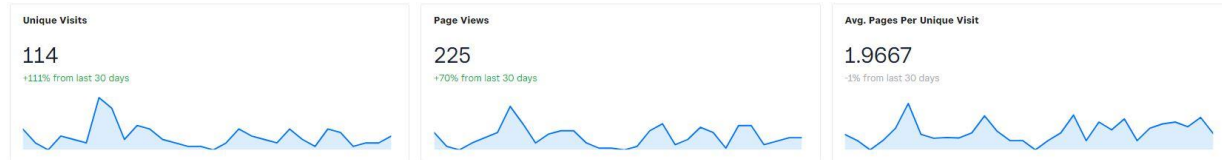
Table above reflects the past 30 days. Overall activity on our website is up for this reporting period. Updates to the website include: On the HOME page removed the 5/31 Remembrance Events; on the MEMBERSHIP page removed the June 1<sup>st</sup> due date to bring dues out of arrears; on OUR PRESIDENT page updated the President's Message; on the CALENDAR page updated the June 2022 General Membership Meeting date and location; on the BENEFITS & YOU pages added the 2023 Open Enrollment dates and the Save the Date graphic for the 2023 Benefits at the Beach Event, updated upcoming events and removed past events; on the CVB-PT-POSITIONS-SPOTLIGHT removed expired and added some new job postings; on the NEW RETIREES page added May 1<sup>st</sup> retirees; on the STAY CONNECTED page added Board Meeting Minutes from May and removed the May 2020 minutes.

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

## Webmaster Views Report May 14, 2022 – June 12, 2022

Overview

Daily May 14, 2022 - June 12, 2022

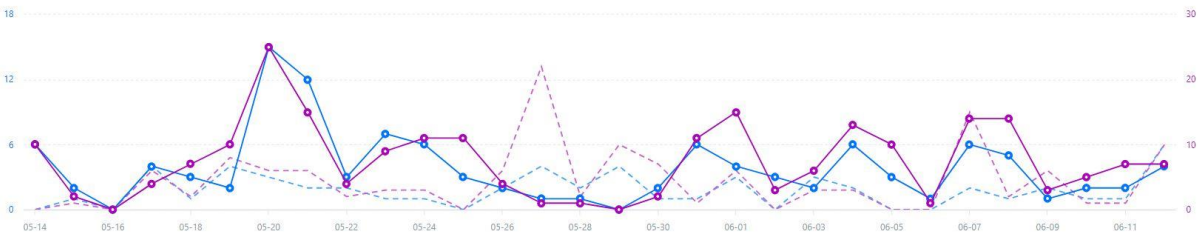


Compare your data

Unique Visits Page Views

Include previous period

Unique Visits ● Page Views



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

Page Name	Views past 30 days	Vs Previous 30 days
/	42	+89.36%
/about-us.html	5	+38.46%
/benefits-and-you.html	2	+66.67%
/calendar.html	8	+133.33%
/cvb-pt-positions-spotlight.html	1	+50.00%
/in-gratitude.html	1	+50.00%
/local-commerce.html	-	-
/membership.html	13	+108.33%
/new-retirees.html	13	+18.84%
/our-president.html	4	+66.67%
/services-opportunities.html	1	+50.00%
/stay-connected.html	2	+33.33%
/vbrea-events.html	6	+100.00%

According to Weebly analytics, there were 114 unique visits, which is up 111% over the last 30 days than from the previous 30 days. There were 225 page views, which is up 70% from the previous 30 days. Unique visits viewed an average of 1.9667 pages, which is a decrease of only 1%. The dotted lines on the graphic above show the previous 30 days for comparison. There was a huge increase in activity on our web site over the last 30 days. Pete Leavitt represented VBREA at a CVB retirement seminar on May 20<sup>th</sup>, which could be in direct correlation with the highest peak that same day. We also experienced the highest increase in unique visits, which indicates new visitors to the site. We are speculating since the CVB retirement seminar was actually in person, attendees from the seminar and upcoming retirees had our web site address in hand and visited our site to see what we are about. Other peaks could be many of our members looking for information on the 2022 Annual Picnic, indicating the largest increase of visits to our CALENDAR page. June/July usually has the highest numbers of CVB retirees so it could also be new retirees looking for membership information as indicated by the second highest increase in visits to our MEMBERSHIP page.

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The Involvement Committee  
Meeting Minutes  
Tuesday, May 31, 2022  
10:00 a.m.  
Agricultural Building  
Virginia Beach, VA

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

At the May 18<sup>th</sup> meeting we had 22 attend. One of the members also suggested the VB National Golf Course for lunch. Not just the Christmas luncheon. The committee will check this out for future meetings and see what they serve.

Locations for lunches in 2022 were discussed and the following is the schedule for the rest of the year:

June 15 - Annual picnic. The picnic will be at The Aviation Museum in Pungo. The Board has decided the organization will pay for the picnic and tour for members. Guests will be \$10.00 for the picnic and \$10.00 for the tour. Therefore, RSVs will be needed. Deadline to have reservations and money will be June 10. We will have lunch first and then anyone wanting to take the tour of the museum can do so. Pollards will cater the lunch again. Nancy will send information to the Webmaster to again put the information out on the VBREA website. Mitchell, Manager of Museum, will be the speaker at the lunch.

Weather permitting the lunch will be in one of the hangers. If the weather is not nice it will be on the second floor of the museum. There is an elevator to the second floor. The committee decided to ask the docents who will conduct the tours to have lunch with us, no charge.

July 20 – Golden Corral

August – vacation month, no lunch meeting.

September 21 – Possible location, Taco Loco located on Virginia Beach Blvd. near Bone Fish Restaurant.

October 19 – Either Gus and George's or Golden Corral

November 16 - Annual meeting, location to be determined but possibly could be either Gus and George's or Golden Corral. Committee decided to have a lunch at the usual time instead of a morning meeting.

December 14 – Annual Christmas lunch at the VB National Golf Course. Joelle did contact the catering manager and they have us on their calendar.

Possible speakers for future lunches were discussed and three names mentioned were an FBI agent, President of the ILR or Triad rep, Gary Zalis. We will try and have speakers again starting in July or September.

The meeting adjourned at 11:15 PM. **Next meeting will be Tuesday, July 5 at 10:00 AM** at this same location.



## Proposed Amendments to VBREA Bylaws last revised 5/19/2021

**Article 4, section 4.11, Webmaster:** Delete entire section. Webmaster now falls under the Communications Committee and is referenced in that section.

**Article 6, section 6.1, Committee Formation:** remove the words “and Opportunities” after Involvement, committee is just named “Involvement Committee.”

**Article 6, section 6.2, Executive Committee:** Delete entire section. The Board officers, who are defined as the Executive Committee, do not meet without the at-large directors.

**Article 6, section 6.3, Nominating Committee:** Add the following sentence to the end: “Committee meeting minutes shall be sent to the Association Secretary for posting to the general membership.”

**Article 6, section 6.4, Finance Committee:**

- Currently the first sentence states: “The Finance Committee shall review the financial records of the Treasurer, prepare an annual budget, oversee any annual review of the records, and monitor the Association’s financial condition.” Remove “prepare an annual budget” as this has not been done.
- Add the following sentence to the end of the first paragraph: “Committee meeting minutes shall be sent to the Association Secretary for posting to the general membership.”

**Article 6, section 6.5, Bylaws Committee:** Add the following sentence to the end: “Committee meeting minutes shall be sent to the Association Secretary for posting to the general membership.”

**Article 6, section 6.6, Involvement and Opportunities Committee:**

- Delete “and Opportunities” from the committee title.
- Delete “and Opportunities” from first sentence.
- Add the word “Committee” to the beginning of the last sentence to read: “Committee meeting minutes shall be sent to the Association Secretary for posting to the general membership.”

**Article 6, section 6.7, Benefits Committee:** Add the word “Committee” to the beginning of the last sentence to read: “Committee meeting minutes shall be sent to the Association Secretary for posting to the general membership.”

**Article 6, section 6.8, Communications Committee:**

- In first sentence:
  - change the word “retirees” to “members”
  - delete “and work with the Secretary to manage the methods by which each member can be contacted to”
  - change the word “monitor” to “maintain”
  - delete “to develop and distribute a newsletter,”
  - add “and any other official VBREA social media site(s)”

With above changes, the first sentence will now read: “The Communications Committee shall provide news and information to members in an accurate and timely manner, notify members of all

regular and special meetings, and maintain the Association web site and any other official VBREA social media site(s).”

- Add the word “Committee” to the beginning of the last sentence to read: “Committee meeting minutes shall be sent to the Association Secretary for posting to the general membership.”

**Article 6, section 6.9, Membership Committee:** Add the following sentence to the end of the section: “Committee meeting minutes shall be sent to the Association Secretary for posting to the general membership.”

*\*\*NOTE: With the removal of section 6.2, the remaining sections will need to be renumbered.*