



Virginia Beach Retired Employees Association

Minutes of the Board of Directors

July 20, 2022, at 9:30 a.m.

Agriculture Director's Conference Room

Email: vbrea.webmaster@gmail.com

Website: 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 members' picnic at the Military Aviation Museum was well attended and the museum staff were accommodating and knowledgeable.

Vice President – Phillip White

- No Report

Secretary – Kathy Smith

- The minutes were approved via email and posted on the website.

Treasurer – Donna Brehm

- Moved by Nancy Moore and seconded by Twila Leavitt to accept the Treasurer Report. Motion Carried
- Report attached to these minutes.

Reports of Committees:

Benefits/Wellness – Chair Vacant

- No Report

Communications – Phillip White

- Twila thanked Phillip White for serving as acting chair the past year during her absence.
- Rusty Bedard will be asked to send this committee a report of who she is sending cards to and the reason.
- Visits to the website were down following the picnic.
- City is looking for volunteer poll workers for November. An email blast will be sent to retirees with further information.
- Reports are attached to these minutes.

Finance – Donna Brehm

- The 2022 Annual Audit was performed on July 11, 2022.
- Reports are attached to these minutes.

Involvement Committee – Nancy Moore

- June 15 – Annual picnic held at the Military Aviation Museum in Pungo went well.
- July 20 – Golden Corral; no speaker.
- 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. Pete Leavitt to ascertain if Gus & George’s is available.
- November 16 – Annual Meeting will be held at Haygood Methodist Church, 4713 Haygood Road, Virginia Beach. A \$50.00 deposit is required and will be refunded when the key is returned. The committee will provide light breakfast refreshments. The committee will investigate the use of the Central Library or Recreation Centers for future years.
- December 14 – The VB National Golf Club is available for the Annual Christmas lunch. The cost has increased to \$27.00 per person. The Board discussed that members pay \$20.00; guests pay \$25.00. The committee will check out the availability and cost for Swan Terrace at Founder’s Inn. The Board will vote via email which location to select and the cost.
- Report attached to these minutes.

Nominating Committee – Phillip White

- President to identify members of the Nominating Committee for this year’s election of Directors. There continues to be two Director vacancies.

Membership Committee – Donna Brehm

- Donna agreed to send all Board members an updated list of Regular and Honorary members to update their contact lists.

Unfinished Business:

- Moved by Donna Brehm and seconded by Kathy Smith that the proposed changes to the May 19, 2021 Bylaws be accepted and posted on vbrea.org. Motion carried.
- Donna Brehm agreed to be our United Way liaison.

New Business:

- The Board discussed the possibility of accepting credit card payments. There is a fee attached to each credit card transaction plus the need for a Square Reader to swipe the cards. Another possibility is for members to pay their dues via Venmo which requires electronic funds transfer from the members’ checking account to the VBREA’s checking account. Donna Brehm will discuss the use of Venmo with the Credit Union. Tabled to September’s meeting.

The next Board meeting will be held on September 21, 2022 at 9:30 a.m. followed by the general membership lunch and meeting at 12 noon location to be determine.

There being no further business, the meeting was adjourned at 11:15 a.m. followed by the general membership lunch and meeting at the Golden Corral Restaurant.

Respectfully submitted by,

Kathy Smith

Secretary

Reports Attached; Minutes approved by the Board via email.

VBREA TREASURER'S REPORT - JUNE 30, 2022. End of Fiscal Year

REPORT PERIOD: June 1-30, 2022

VA BEACH CREDIT UNION CHECKING			
		STARTING BALANCE:	\$1,424.80
CREDITS	36-renewals, 70-50/50, 160-picnic guests	\$266.00	\$266.00
	Cash-guest picnic fees from Nancy	\$70.00	\$70.00
	Interest-Monthly	\$0.04	\$0.04
DEBITS	Check # 1012-Pollard's Catering	\$902.61	\$902.61
	Check # 1013-Ilene Snyder-Picnic Cookies	\$24.58	\$24.58
	Check # 1014-Nancy Moore-raffle tickets	\$9.49	\$9.49
	Check # 1015-Donation-Aviation Museum	\$100.00	\$100.00
	Check # 1016- MAM Tour tickets for VBREA	\$600.60	\$600.60
	Cash withdrawal-tip for Pollard's Driver	\$25.00	\$25.00
RECONCILED BALANCE WITH JUNE 30 STATEMENT			\$98.56
VA. BEACH CREDIT UNION SAVINGS			
		STARTING BALANCE	\$2,278.81
CREDITS	INTEREST-Monthly	\$0.28	\$0.28
DEBITS		\$0.00	
RECONCILED BALANCE WITH JUNE 30 STATEMENT			\$2,279.09
VA. BEACH CREDIT UNION MONEY MARKET ACCT.			
		STARTING BALANCE	\$5,011.45
CREDITS	INTEREST-Monthly	\$0.82	\$0.82
DEBITS		\$0.00	
RECONCILED BALANCE WITH JUNE 30 STATEMENT			\$5,012.27
TOTAL ASSETS OF VBREA AS OF JUNE 30, 2022			\$7,389.92

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

VBREA COMMUNICATION COMMITTEE JULY MEETING MINUTES
July 12, 2022

Attendees: Phillip White, Twila Leavitt, and Stan and Cathy Morse. Pete Leavitt was a guest.

The meeting was held at Brickhouse at 9 a.m.

Rusty is going to continue sending cards for get well and condolences. We are going to request that she send us a report of who she is sending cards to and the reason.

The website was updated recently for the picnic, proposed By-Laws Amendments, and benefits information.

Website visits were a little lower than last month, but almost normal.

Membership on the committee will be addressed in the fall. The committee needs backup people for various duties along with taking on other duties (having a Facebook page for just VBREA members is one of the goals).

Phil reported after the meeting that eleven letters were sent to new June 2022 retirees.

The meeting adjourned at 10:30 a.m.

The next meeting will be September 13, 2022 at 9:00 am. The location will be Brick House Diner.

Respectfully submitted,

Twila Leavitt, Chairman Phillip J. White Acting

**Webmaster Report – Cathy & Stan Morse
Virginia Beach Retired Employees Association
Communications Committee Meeting – July 12, 2022
9:00 a.m. – Brick House Diner**

Our site is: www.vbrea.org

Our email is: vbrea.webmaster@gmail.com

**Webmaster Dashboard Unique Visitors Report
June 11, 2022 – July 10, 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.

Jun 11 – Jun 25	Unique Visitors	Page Views
11	2	7
12	4	7
13	1	1
14	2	9
15	8	11
16	3	10
17	4	10
18	3	5
19	2	4
20	5	11
21	1	1
22	2	2
23	5	13
24	2	3
25	0	0

Jun 26 – Jul 10	Unique Visitors	Page Views
26	3	9
27	3	8
28	2	5
29	1	6
30	1	2
1	3	7
2	3	6
3	5	11
4	1	2
5	1	1
6	6	13
7	6	16
8	5	16
9	4	4
10	1	3

Table above reflects the past 30 days. Overall activity on our website is down for this reporting period. Updates to the website include: On the HOME page added graphic for the VRS July 1, 2022 COLA, added the date and location for the July General Membership Meeting, posted the proposed Bylaws amendments, and did some general cleanup; on OUR PRESIDENT page updated the President's Message; on the CALENDAR page updated the July 2022 General Membership Meeting date and location, posted that there will be no August meeting; on the VBREA EVENTS page, added pictures from the 2022 VBREA Annual Picnic; 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, added 3rd quarter BEAT newsletter; on the CVB-PT-POSITIONS-SPOTLIGHT removed expired and added some new job postings; on the NEW RETIREES page added June 1st retirees; on the STAY CONNECTED page added Board Meeting Minutes from May and removed the May 2020 minutes; on the LOCAL COMMERCE page added the 3rd Quarter Agriculture Newsletter.

Webmaster Views Report

June 11, 2022 – July 10, 2022

Overview

Daily June 11, 2022 - July 10, 2022

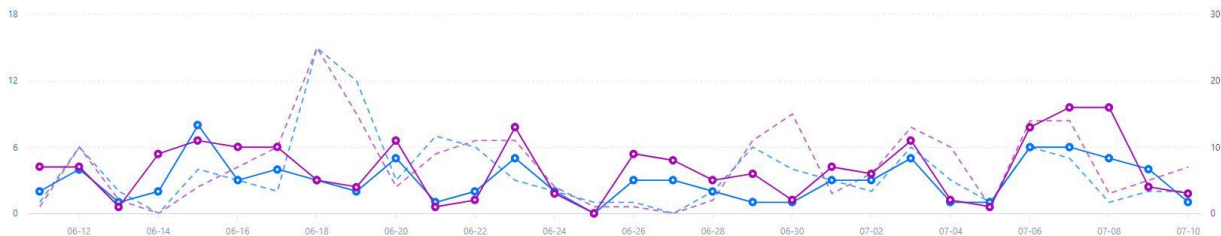


Compare your data

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
/	35	+47.3%
/about-us.html	2	+22.22%
/benefits-and-you.html	3	+75.00%
/calendar.html	4	+22.22%
/cvb-pt-positions-spotlight.html	3	+150.00%
/in-gratitude.html	-	-
/local-commerce.html	-	-
/membership.html	6	+30.00%
/new-retirees.html	15	+42.86%
/our-president.html	1	+10.00%
/services-opportunities.html	-	-
/stay-connected.html	2	+50.00%
/vbrea-events.html	9	+40.91%

According to Weebly analytics, there were 89 unique visits, which is down 20% over the last 30 days than from the previous 30 days. There were 203 page views, which is down only 8% from the previous 30 days. Unique visits viewed an average of 2.2552 pages, which is an increase of 16%. Activity on each page, however, is up as indicated in the 2nd graphic above. Although visits to the website are down, those visiting are spending more time on the majority of our pages. The dotted lines on the 1st graphic above show the previous 30 days for comparison. There were some peaks over the past week. We are hoping with July being the month with the largest amount of new retirees that they are visiting our site to see what we are about.

Two email blasts sent out to the membership – one regarding the proposed VBREA Bylaws amendments and one for the July General Membership Meeting.

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The Involvement Committee
Meeting Minutes
Tuesday, July 6, 2022
10:00 a.m.
Agricultural Building
Virginia Beach, VA

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

The picnic at the Aviation Museum was a success. 63 members and guests attended the lunch and 43 members and guest took the tour of the museum after the lunch. It was determined that at the next picnic more cookies and sweet tea were needed and less bar-b-q. The VBREA gave a check for \$100 to Mitchell for use by the museum for their continuing programs.

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

July 20 – Golden Corral – Nancy will try and contact Gary Zalas from TRIAD to be the speaker. TRIAD is an organization that deals with senior concerns and information.

August – vacation month, no lunch meeting.

September 21 – Location TBD

October 19 – Either Gus and George’s or Golden Corral exact location TBD

November 16 - Annual meeting, location may be Gus and George’s. 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 contacted the catering manager and made arrangements for the holiday lunch. Costs have gone up and will be \$27.70 per member. It will be discussed at the next Board meeting if the organization will cover the total cost of members or charge a small amount. Guests will be \$20.00. Reservations will be required.

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

The meeting adjourned at 11:15 PM. **Next meeting will be Tuesday, Sept. 6, 2022 at 10:00 AM** at this same location. There will not be a committee meeting in August.



Virginia Beach Retired Employees Association (VBREA)
2405 Courthouse Drive, Box B-68
Virginia Beach, VA 23456
Email: vbrea.org

2022 ANNUAL AUDIT REPORT

We have served as auditors of the financial status of the Virginia Beach Retired Employees Association (VBREA). The audit was conducted on July 11, 2022.

We have completed the following audit checks/reviews for all financial accounts associated with VBREA for the 12 months spanning July 1, 2021 to June 30, 2022.

- Collection and deposit of annual member dues, by a spot check of fifteen random member transactions in the database. Members joining after July 1 are only charged \$6.00.
- Reconciliation of monthly checking and savings accounts held with the Virginia Beach Municipal Credit Union.
- Reconciliation of at least fifteen invoices by confirming the process from invoice to ledger entry to cancelled check to bank statement.

Signatures of Audit Team Members:

Donna M. Vaughan

Peter Leavitt

Donna Brehm

Printed name and address of auditors:

Donna Brehm, VBREA Treasurer, 1737 Pleasant Ridge Road, Virginia Beach, VA. 23457
Peter Leavitt, VBREA President, 1505 Sloane Ct., Virginia Beach, VA 23456
Donna Vaughan, VBREA member, 2373 Vaughan Road, Virginia Beach, VA 23457