



**Virginia Beach Retired Employees Association
Minutes of the Board of Directors
April 19, 2023, at 9:30 a.m.
Agriculture Building Conference Room**

Email: vbrea.webmaster@gmail.com

Website: vbrea.org

Board of Directors:

President – Pete Leavitt

Vice President – Phillip White

Secretary – Vacant

Treasurer – Donna Brehm

Members – Twila Leavitt (absent), Nancy Moore

Webmasters – Cathy Morse, Stan Morse

Welcome:

The President welcomed all present.

Reports of Board Members:

President – Pete Leavitt

- The next pre-retirement seminar is to be held on May 9 and should be live.

Vice President – Phillip White

- No report

Secretary – (Vacant)

- Twila Leavitt provided a copy of the minutes from our last meeting:
- Nancy Moore moved that the minutes be approved, and it was seconded by Donna Brehm.
- Minutes were approved.

Treasurer – Donna Brehm

- Nancy Moore moved, and Cathy Morse seconded to approve the Treasurer Report. Motion Carried.
- Report attached to these minutes.

Reports of Committees:

Benefits/Wellness – Chair Vacant

- No report

Communications – Twila Leavitt (absent)

- Pete distributed the Communications committee minutes to everyone.
- Website views were down this month.
- Cathy Morse will be attending a meeting this month with a Benefits Office Communications representative to discuss the VBREA website, the new Consolidated Benefits Office website, and how the Benefits Office can assist VBREA with Communications.
- Cathy Morse provided a flyer about Senior Showcase 2023 and this information will be placed on our website for the organization's benefit. The Senior Showcase 2023 will be at the same time as our meeting next month, May 17th, 2023, at the Princess Anne Recreation Center.
- Reports attached to these minutes.

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

Involvement Committee – Nancy Moore

- Nancy advised the board on the purchase of a voice amplifier. She recommended purchase of the amplifier, extra clip microphone and case. It was moved by Donna Brehm and Seconded by Cathy Morse that we purchase the combination that included the clip, mic and carrying case for \$64.96.
- Information about meeting at the Central Library was discussed. They charge \$30 an hour and the committee will explore that for the annual meeting location. It would be the same as donating to the church.
- Plans are to send a survey to members along with the dues letter. Questions for the survey are to be determined. Nancy asked the Board to provide additional questions for the survey. The Webmaster will solicit survey questions from the organization through September.
- June picnic was discussed, and Nancy Moore moved that we donate \$100.00 to the Farmer's Market during our Annual Picnic. Seconded by Donna Brehm and approved by all.
- Report attached to these minutes.

Finance – Donna Brehm

- The March 2023 report and Income and Expenses Report 2022/2023 are attached to these minutes.

Nominating Committee – Phillip White

- The committee is dormant until November 2023 when the yearly elections will be performed. Election of VBREA Officers (President, Vice President, Secretary, and Treasurer) will be conducted at this year's Annual meeting.

Membership Committee – Donna Brehm

- There are five new member letters which are probably renewals.
- Donna Brehm provided Pete Leavitt with a flash drive containing a backup of the data from the Member Ties database (VBREA membership data) through the second quarter. She will update the drive in July.

Unfinished Business:

- Stan Morse discussed the information that he had on the reason why the retired City Schools retirees were receiving assistance with their health insurance and City retirees were not. The bottom line is, the City is not participating in the program with VRS. However, there should not be any reasons why our organization should not pursue receiving the VRS Credit for health insurance since we all participate in VRS. Cathy Morse will discuss this possibility at her meeting with Benefits next week and see if she can get a point of contact in the City.
- The Board is scheduled to go through old records of the organization to decide what to retain and digitize or dispose of on April 26 at 9:30 am in the Agriculture Building unless this meeting conflicts with the Benefits meeting scheduled next week.
- Secretary position—still vacant

New Business:

- No new business.

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

Respectfully submitted by,
Phillip J. White

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VBREA TREASURER'S REPORT - APRIL 19, 2023

REPORT PERIOD: MARCH 1-31, 2023

| | | | | |
|---|--|---------|--------------------------|-------------------|
| VA BEACH CREDIT UNION CHECKING | | | STARTING BALANCE: | \$1,853.65 |
| CREDITS | Dues-1 New member and 4- 2023 renewals | \$60.00 | | \$60.00 |
| | Monthly Interest | \$0.08 | | \$0.08 |
| DEBITS | USPS-Stamps for reminder letters | | \$63.00 | \$63.00 |
| | Member Ties Annual Fee | | \$75.00 | \$75.00 |
| RECONCILED BALANCE WITH MARCH 31 STATEMENT | | | | \$1,775.73 |
| VA. BEACH CREDIT UNION SAVINGS | | | STARTING BALANCE | \$1,781.03 |
| CREDITS | Monthly Interest | \$0.23 | | \$0.23 |
| DEBITS | | \$0.00 | | |
| RECONCILED BALANCE WITH MARCH 31 STATEMENT | | | | \$1,781.26 |
| VA. BEACH CREDIT UNION MONEY MARKET ACCT. | | | STARTING BALANCE | \$5,025.57 |
| CREDITS | Monthly Interest | \$2.56 | | \$2.56 |
| DEBITS | | \$0.00 | | |
| RECONCILED BALANCE WITH MARCH 31 STATEMENT | | | | \$5,028.13 |
| TOTAL ASSETS AS OF MARCH 31, 2023 | | | | \$8,585.12 |

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VBREA Communications Committee
April 12, 2023

The Communications Committee met April 12, 2023 at 9:30 A.M. at Brick House Diner, 941 Providence Square.

Those present were Twila Leavitt, Chairman; Phillip White, Cathy Morse, Stan Morse and Mary Cardwell. Pete Leavitt was a guest.

Twila welcomed everyone.

Membership and retirement letters: Phillip sent 7 retirement letters for April.

Greeting cards: Rusty sent 4 get well cards and 1 sympathy card.

Webmaster's report:

Cathy stated visits were down with not a lot of new visitors. Those visiting spent more time on the majority of our pages. Cathy sent one email in April with the April General Membership meeting information.

Old Business:

Facebook page for VBREA: Waiting on a volunteer to manage it.

New members for the Communications Committee: We will continue to stress the need for new members. Cathy will continue to include the need for volunteers in messages sent to the membership.

Maggie's status: Maggie is recovering at home.

New Business:

The next meeting will be May 10, 2023 at 9:30 A.M. at Brick House Diner.

The meeting adjourned at 10:40 A.M.

Respectfully submitted,

Twila Leavitt, Chairman

Mary Cardwell, Secretary

Webmaster Report – Cathy & Stan Morse
Virginia Beach Retired Employees Association
Communications Committee Meeting – April 12, 2023
9:30 a.m. – Brick House Diner

Our site is: www.vbrea.org

Our email is: vbrea.webmaster@gmail.com

Webmaster Dashboard Unique Visitors Report
March 12, 2023 – April 10, 2023

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.

| Mar 12 – Mar 26 | Unique Visitors | Page Views |
|-----------------|-----------------|------------|
| 12 | 4 | 5 |
| 13 | 3 | 4 |
| 14 | 3 | 5 |
| 15 | 2 | 7 |
| 16 | 6 | 13 |
| 17 | 3 | 6 |
| 18 | 6 | 10 |
| 19 | 1 | 3 |
| 20 | 3 | 6 |
| 21 | 4 | 5 |
| 22 | 1 | 1 |
| 23 | 4 | 5 |
| 24 | 4 | 8 |
| 25 | 0 | 0 |
| 26 | 4 | 8 |

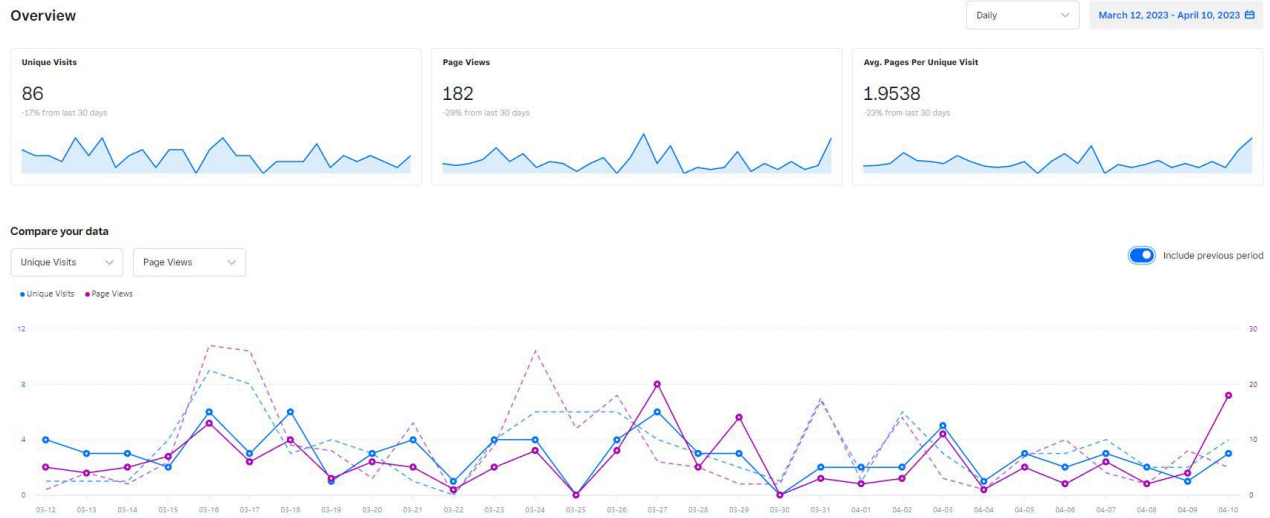
| Mar 27 – Apr 10 | Unique Visitors | Page Views |
|-----------------|-----------------|------------|
| Mar 27 | 6 | 20 |
| 28 | 3 | 5 |
| 29 | 3 | 14 |
| 30 | 0 | 0 |
| 31 | 2 | 3 |
| Apr 1 | 2 | 2 |
| 2 | 2 | 3 |
| 3 | 5 | 11 |
| 4 | 1 | 1 |
| 5 | 3 | 5 |
| 6 | 2 | 2 |
| 7 | 3 | 6 |
| 8 | 2 | 2 |
| 9 | 1 | 4 |
| 10 | 3 | 18 |

The table above reflects the past 30 days. Overall activity on our website is down for this reporting period. Updates to the website include: Changed top banner on all pages from St. Patrick's Day graphics to spring flowers; On the HOME page replaced March General Membership meeting info with April's; on the OUR PRESIDENT page, updated the President's message; on the CALENDAR page updated upcoming meetings; updated job listings on CVB-PT-POSITIONS-SPOTLIGHT page; added March 2023 retirees to NEW RETIREES page; the 2nd Quarter 2023 BEAT Newsletter was posted on the STAY-CONNECTED page and the 2nd Quarter 2022 BEAT Newsletter was removed; information from the March speaker, Carolyn Cox, Life Safety Specialist with the Virginia Beach Fire Department, was posted to the SERVICES-AND-OPPORTUNITIES page.

The 2nd Quarter City of Virginia Beach Retiree Newsletter has not yet been published. It will be posted when it is. The City of Virginia Beach's new website launched earlier this year and will be migrating

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information from the old website to the new website over the next few months. We are continuing to check all links on the VBREA website to the City of Virginia Beach website and update when migrated. We noticed there is no longer a Retiree section on the Benefits website. The Benefits Office is closed for spring break. We will call them when they reopen to find out if they plan to migrate it to the new site or where we can find it.



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

| Page Name | Views past 30 days | Vs Previous 30 days |
|----------------------------------|--------------------|---------------------|
| / | 13 | +19.7% |
| /about-us.html | 2 | +28.57% |
| /benefits-and-you.html | 3 | +18.75% |
| /calendar.html | 4 | +16.67% |
| /cvb-pt-positions-spotlight.html | 2 | +50.00% |
| /in-gratitude.html | 1 | +16.67% |
| /local-commerce.html | - | - |
| /membership.html | 4 | +57.14% |
| /new-retirees.html | 16 | +40.00% |
| /our-president.html | 1 | +14.29% |
| /services-opportunities.html | 3 | +100.00% |
| /stay-connected.html | - | - |
| /vbrea-events.html | 7 | +53.85% |

The dotted lines on the first graphic above show the previous 30 days for comparison. According to Weebly analytics, there were 86 unique visits, which down 17% over the last 30 days than from the previous 30 days. There were 182 page views, which is down 29% from the previous 30 days. Unique visits viewed an average of 1.9538 pages, which is down 23%. Activity on each page is up as indicated in the 2nd graphic above indicating those visiting spending more time on the majority of our pages. The highest increase in activity was on our SERVICES AND OPPORTUNITIES page. We believe this is because we have been posting information from our monthly speakers.

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Since the last report in March, one email blast was sent out to the membership with the April General Membership Meeting information, advising members that information from the February and March speakers was posted to the website, and, once again, asking the membership to please consider volunteering for vacant Board position or volunteering for a committee. Advised that the Communications Committee is looking for an individual to administer VBREA's social media presence.

Involvement Committee
Meeting Minutes
April 4, 2023 10:00 am
Agriculture Building
Virginia Beach, VA

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

Nancy will present to the April VBREA Board the cost of obtaining a microphone for speakers to use at our monthly meetings/lunches. A good quality one can be purchased for around \$60.00

Location and dates for monthly meetings/lunches in 2023 are as follows:

April 19 – Dock Side Restaurant.

May 19 – Gus & George’s Restaurant – speaker will be Diane Counts from the Beach Municipal Credit Union.

June 21 – Annual picnic at the Farmers Market catered by Pollard’s.

July 19 – Taco Loco Restaurant – no speaker scheduled at this time.

August – VACATION – no meeting this month

Sept. 20 – Golden Corral – Speaker will be Kaitlyn Hodges from the VB Library Special Services.

Oct. 15 – Location to be determined.

Nov. 15 – Annual Meeting. Location has not been decided yet. Possible returning to Haygood Methodist Church. Possible speaker mentioned is VB Chief of Police, Paul Neudigate or someone from Foster Parent System.

Dec. – Christmas lunch at VB National Golf Course. Committee will look into some type of music for the event.

Nancy provided information from Ilene Snyder about meeting at the Central Library. From what Ilene could find out was they charge about \$30 an hour to use the facility. So as of this time we will not be meeting at the library.

We will also check into meeting rooms at the Princess Anne Rec Center.

The committee discussed looking into doing day trips. Pat will research information on schedule and cost for possible one day trip to Riverside Dinner Theater in Fredericksburg for some time next year.

Committee received good questions to be used on the survey we are working on it to send to all members. Nancy hopes to have the survey form complete to send out by mid-year. See attached sheet for proposed questions. These will be presented to the Board.

The Committee went to the Forbidden Palace Restaurant on Virginia Beach Blvd. to check out as a possible site for monthly meetings/lunch. The food is good but the room is very small and not big enough to hold 25-35 people. We will keep looking.

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The meeting adjourned at 11:15 PM. Next meeting will be on Tuesday, May 2 at this same location.

Survey questions

1. How long have you been a member of VBREA?
2. Is Wednesday a good day for the meetings? What other day would you suggest?
3. Do you prefer morning meetings or lunch meetings?
4. Annual Meeting in November – AM with breakfast or PM with lunch?
5. Please rate the 3 restaurants we have visited for meetings during the past year – use 1-5; 1 being bad and 5 being really good. Circle your choice:
 - a. Gus and George's – 1 2 3 4 5
 - b. Golden Corral – 1 2 3 4 5
 - c. Taco Loco – 1 2 3 4 5
6. Why you like/dislike a particular restaurant.
7. What are your suggestions for activities we might consider for 2024 and the future.
8. Are you willing to help plan activities?

Please give suggestions for future meeting places/restaurants. Please keep in mind it must be able to accommodate 30 to 40 people (or more) and have accessible parking.

| VBREA ANNUAL RECORD OF INCOME AND EXPENSES FOR 2022/2023 FISCAL YEAR | | | | | | | | | | | | | |
|--|---------|---------|-----------|----------|------------|------------|---------|----------|---------|-------|-----|------|---------------|
| | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | TOTAL TO DATE |
| INCOME | | | | | | | | | | | | | |
| DUES-NEW AND RENEWAL | | \$30.00 | \$54.00 | \$72.00 | \$2,070.00 | \$884.00 | \$48.00 | \$48.00 | \$60.00 | | | | \$3,266.00 |
| 50/50 RAFFLES | \$23.00 | | \$28.00 | \$17.00 | \$20.00 | \$39.00 | \$37.00 | \$31.00 | \$74.00 | | | | \$270.00 |
| RECEIPTS FOR HOLIDAY LUNCHEON-MEMBERS AND GUESTS | | | | | | \$550.00 | | | | | | | \$550.00 |
| RECEIPTS FOR SPRING PICNIC-GUESTS | \$10.00 | | | | | | | | | | | | \$10.00 |
| INTEREST FOR ALL ACCOUNTS | \$1.34 | \$1.57 | \$1.51 | \$1.94 | \$1.94 | \$2.04 | \$2.86 | \$2.58 | \$2.87 | | | | \$18.45 |
| TOTAL INCOME TO DATE | | | | | | | | | | | | | \$4,114.45 |
| EXPENSES | | | | | | | | | | | | | |
| HOLIDAY LUNCHEON-ALL EXPENSES | | | | | | \$874.00 | | \$28.69 | | | | | \$902.69 |
| ANNUAL MEETING-ALL EXPENSES | | | | | \$166.52 | | | | | | | | \$166.52 |
| SPRING PICNIC-ALL EXPENSES | | | | | | | | | | | | | \$0.00 |
| SUPPLIES FOR NEW MEMBER MAILOUTS | | | \$24.00 | | | | | | | | | | \$24.00 |
| SUPPLIES FOR ANNUAL DUES AND MARCH REMINDER | | | \$50.09 | \$180.00 | | | | \$63.00 | | | | | \$293.09 |
| WEBSITE AND MEMBER TIES ANNUAL FEES | | | \$19.95 | | \$144.00 | | | | \$75.00 | | | | \$238.95 |
| ANNUAL GIFTS TO CHARITIES-TOTAL FOR ALL CHARITIES | | | | | | \$1,000.00 | | | | | | | \$1,000.00 |
| TOTAL EXPENSES TO DATE | | | | | | | | | | | | | \$2,625.25 |
| NET (Income-Expenses) | | | | | | | | | | | | | \$1,489.20 |

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