



**Virginia Beach Retired Employees Association  
Minutes of the Board of Directors  
July 17, 2024  
at 9:30 a.m.  
Large Conference Room  
Agricultural Building**

**Email:** [vbrea.webmaster@gmail.com](mailto:vbrea.webmaster@gmail.com)

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

**Board of Directors:**

President – Pete Leavitt

Vice President – Joelle Talbot

Secretary – Louise Pesnicak

Treasurer – Donna Brehm

Members – Twila Leavitt, Nancy Moore, Margaret Sullivan-Rucka, Cathy Morse, Kathy Smith

**Welcome:**

The President welcomed all present.

**Reports of Board Members:**

President – Pete Leavitt

- Pete recommended all members obtain the shingles vaccine.
- Reminded all that there is no meeting in August.
- Reported that the September BOD meeting will be held in the small conference room of the Agriculture Bldg.

Vice President – Joelle Talbot

- No Report

Secretary – Louise Pesnicak

- June minutes approved by e-mail.
- Will send a thank you card to Jenny McPherson for her help with our picnic.

Treasurer – Donna Brehm

- Cathy Morse moved and Kathy Smith seconded to approve the June Treasurer's Report as presented. Approved.
- The Annual Income-Expense Report was presented for FY23-24. We spent more than we took in; however, our balance still looks good.
- Reports attached to these minutes.

**Reports of Committees:**

Benefits/Wellness – Chair Vacant

- No report.

Communications – Twila Leavitt

- 9 letters were sent in July to June 1 retirees.
- Website trending down. May be due to increased Facebook views.
- Facebook has 27 members.
- Website and committee reports attached to these minutes.

## Involvement – Nancy Moore

- Picnic went extremely well.
- Report attached to these minutes.

## Audit – Donna Brehm

- Donna presented audit report.
- Report attached to these minutes.

## Membership – Donna Brehm

- Membership down. Current number of members is 223.

**Unfinished Business**

- Health Insurance Credit – Donna provided Councilman Remick with copies of all previous correspondence from our organization re: the health insurance stipend. Mr. Remick to discuss further with city council to consider having the City of VB initiate study to determine city's liability for this project.
- Copies of amended Duties and Responsibilities provided and reviewed. To be approved in September.

**New Business**

- None

The meeting was adjourned to Taco Loco where no further business was identified.

Respectfully submitted by,  
**Louise Pesnicak**



**VBREA ANNUAL RECORD OF INCOME AND EXPENSES FOR 2023/2024 FISCAL YEAR**

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL TO DATE
<b>INCOME</b>													
DUES-NEW AND RENEWAL	\$6.00	\$6.00	\$0.00	\$18.00	\$1,602.00	\$498.00	\$123.00	\$42.00	\$168.00	\$264.00	\$72.00	\$24.00	\$2,823.00
50/50 RAFFLES	\$31.00		\$34.00	\$30.00	\$26.00	\$55.00	\$36.00	\$13.00	\$19.00	\$19.00	\$16.00	\$34.00	\$313.00
RAFFLE PROCEEDS DESIGNATED FOR DOOR PRIZES								\$13.00	\$19.00	\$19.00	\$15.00	\$33.00	\$99.00
RECEIPTS FOR HOLIDAY LUNCHEON-MEMBERS AND GUESTS						\$580.00		\$10.00					\$590.00
RECEIPTS FOR SPRING PICNIC-GUESTS												\$90.00	\$90.00
INTEREST FOR ALL ACCOUNTS	\$2.83	\$2.84	\$2.74	\$2.83	\$2.76	\$2.86	\$2.82	\$2.64	\$2.81	\$2.72	\$2.83	\$2.69	\$33.37
													\$0.00
<b>TOTAL INCOME TO DATE</b>	<b>\$39.83</b>	<b>\$8.84</b>	<b>\$36.74</b>	<b>\$50.83</b>	<b>\$1,630.76</b>	<b>\$1,135.86</b>	<b>\$161.82</b>	<b>\$80.64</b>	<b>\$208.81</b>	<b>\$304.72</b>	<b>\$105.83</b>	<b>\$183.69</b>	<b>\$3,948.37</b>
<b>EXPENSES</b>													
HOLIDAY LUNCHEON-ALL EXPENSES					\$20.99	\$1,997.87							\$2,018.86
ANNUAL MEETING-ALL EXPENSES				\$136.47	\$67.10							\$120.00	\$323.57
SPRING PICNIC-ALL EXPENSES	\$29.27											\$1,071.06	\$1,100.33
SUPPLIES FOR NEW MEMBER MAILOUTS								\$68.00			\$21.19		\$89.19
SUPPLIES FOR ANNUAL DUES AND MARCH REMINDER				\$209.28	\$49.76								\$259.04
WEBSITE AND MEMBER TIES ANNUAL FEES			\$19.95		\$144.00				\$75.00				\$238.95
ANNUAL GIFTS TO CHARITIES-TOTAL FOR ALL CHARITIES						\$500.00		\$500.00				\$100.00	\$1,100.00
MISC. OFFICE SUPPLIES AND EXENSES							\$85.86				\$41.32		\$127.18
GUEST SPEAKER MEALS													\$0.00
DOOR PRIZE EXPENSES											\$7.95		\$7.95
<b>TOTAL EXPENSES TO DATE</b>	<b>\$29.27</b>	<b>\$0.00</b>	<b>\$19.95</b>	<b>\$345.75</b>	<b>\$281.85</b>	<b>\$2,497.87</b>	<b>\$85.86</b>	<b>\$568.00</b>	<b>\$75.00</b>	<b>\$0.00</b>	<b>\$70.46</b>	<b>\$1,291.06</b>	<b>\$5,265.07</b>
<b>NET (Income-Expenses)</b>													<b>-\$1,316.70</b>

**VBREA Communications Committee**

**July 10, 2024**

The Communications Committee met July 10, 2024 at 9:30 a.m. at Brick House Diner,941 Providence Square.

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

Twila welcomed everyone.

**Membership and retirement letters:**

- Phillip will send out 9 letters for June.

**Greeting cards:**

- None were sent during the month.

**Membership information and Website:**

- Cathy stated the unique visits and page views are down; however, those that visiting viewed more pages.
- The Website graphics were updated for Flag Day, the 4<sup>th</sup> of July, and summer vacation.
- Three email blasts were sent to the membership.

**Member information and Facebook:**

- Kathy Smith's report showed there were 10 posts, 1 comment. and 65 reactions on the Facebook page.

**Old Business:**

- We still need new members for the Communications Committee.

**New Business:**

- None

The next meeting will be September 11, 2024 at 9:30 a.m. at Brick House Diner.

The meeting adjourned at 10:50 a.m.

Respectfully submitted,

Twila Leavitt, Chairman

Mary Cardwell, Secretary

**Webmaster Report – Cathy & Stan Morse  
Virginia Beach Retired Employees Association  
July 10, 2024**

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  
June 9, 2024 – July 8, 2024**

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

The table above reflects the past 30 days. For this reporting period, unique visits and page views are down, however traffic on the majority of our pages has increased. Updates to the website include: on all pages of the website changed header graphics to Flag Day, then 4<sup>th</sup> of July, and now summer/beach graphics will remain till the fall; on the HOME page posted the information and RSVP instructions for the July 2024 VBREA General Membership Meeting, removed the proposed amendments to the Bylaws, removed VRS COLA announcement, and removed the PBI security breach information since this is now old information; on the ABOUT US page, updated the Bylaws to the ones approved May 15, 2024; on the OUR-PRESIDENT page, updated the President’s message; on the CALENDAR page posted RSVP instructions for July meeting and updated upcoming meetings; updated CVB-PT-POSITIONS-SPOTLIGHT page; added June 2024 retirees to NEW-RETIREEES page; on the STAY-CONNECTED page added the June 2024 Board Meeting minutes.

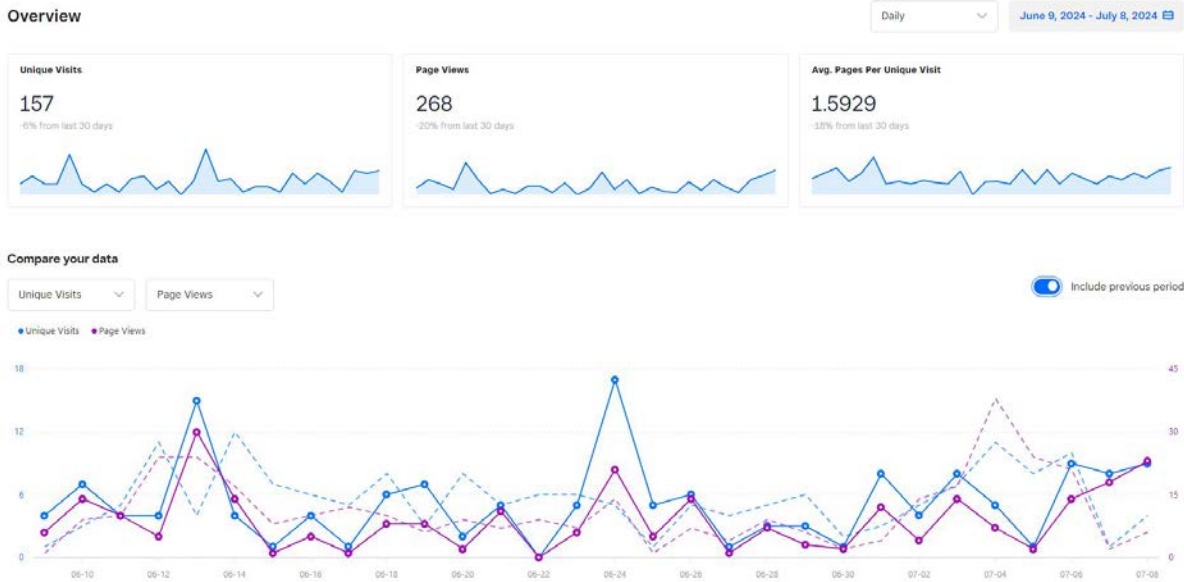
The dotted lines on the first graphic (on the next page) of the Webmaster Views Report show the previous 30 days for comparison. According to Weebly analytics, there were 157 unique visits, which is down 6% over the last 30 days than from the previous 30 days. There were 268 page views, which is down 20% from the previous 30 days. Unique visits viewed an average of 1.5929 pages, which is down 18%. These statistics are almost identical to last month’s, with numbers trending down. However, last month only three pages on our website were visited; this month, all pages but four were visited, so at least those that are visiting are scrolling through.

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

**Webmaster Report – July 10, 2024 - page 2**

We continue to believe that declining visits to our website may be due to the increased information flow now being posted to our Facebook page which may be eliminating the need for members to also check the website. We will continue to keep the website updated for when more detailed information needs to be posted and our Facebook site can direct them to it when applicable.

**Webmaster Views Report  
June 9, 2024 – July 8, 2024**



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

Page Name	Views past 30 days	Vs Previous 30 days
/(home page)	29	+29.29%
/about-us.html	4	+33.33%
/benefits-and-you.html	2	+22.22%
/calendar.html	1	+6.67%
/cvb-pt-positions-spotlight.html	2	+16.67%
/in-gratitude.html	-	-
/local-commerce.html	-	-
/membership.html	13	+68.42%
/new-retirees.html	36	+40.00%
/our-president.html	3	+27.27%
/services-opportunities.html	-	-
/stay-connected.html	-	-
/vbrea-events.html	5	+38.46%

Since the last report in May, three email blasts were sent to the membership: first one was the reminder of the deadline to RSVP to attend the VBREA Annual Picnic; the second one was to give instructions on who to RSVP to so we can have a headcount for the July General Membership Meeting; and the third one was the reminder of the deadline to RSVP if planning to attend the July General Membership Meeting.

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

The Involvement Committee meeting  
Tuesday, July 2, 2024, at 11:00 am  
at the home of Rose Dawley  
Virginia Beach, VA

Present were Nancy Moore, Pat Hamm, Louise Pesnicak, Rose Dawley, Pete Levitt, Joelle Talbot and Joyce Wilson. Absent were Ilene Snyder and Roberta Snyder. A delicious lunch was provided by Joyce. Thank you, Joyce.

The annual picnic was held on June 12 at the Farmers Market. 61 members attended and enjoyed a great lunch catered by Pollards. It was agreed that we would continue to have the yearly picnic at the Farmers Market in 2025.

Meetings for the rest of the year are as follows:

July 17 – Taco Loco on Virginia Beach Blvd. RSVP will again be asked for so we can give the restaurant a count. RSVPs must be given by phone, email or text to Nancy by July 12.

August – No meeting.

September 18 – Golden Corral. Possible speaker will be a representative from the VB Municipal Credit Union or one on first aid for seniors.

October 16 – Golden Corral. Possible speaker will be Al Chewning to tell tales about the ghosts of VB.

November 20 – Annual Meeting will be held at the VB Central Library. This will be a lunch meeting with lunch provided by Firehouse Subs. Pat was unable to get with the manager to discuss what comes with the boxes – like condiments and if there is a delivery charge. The committee will meet with the manager in September. Nancy will discuss with the Board the exact time for the meeting. The speaker will be someone from the library who will give a talk on the programs offered by VB libraries.

December 11 – Annual Holiday luncheon will be held at Virginia Beach National Golf Club

Pat reported on the Little Theater of Virginia Beach. The committee will look into a spring show.

Next meeting will be Tuesday, September 3, 2024, at 10:00 AM, in the small conference room, in the Agriculture Building.





Virginia Beach Retired Employees Association (VBREA)  
2449 Princess Anne Rd.  
Bldg. 14, Room 233  
Virginia Beach, VA 23456-9012  
Email: vbrea.org

2024 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 9, 2024.

We have completed the following audit checks/reviews for all financial accounts associated with VBREA for the 12 months spanning July 1, 2023, to June 30, 2024.

- 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 \$8.00.
- 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.

Notations from the Team (if any): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signatures of Audit Team Members:

*Joyce M. Wilson*  
\_\_\_\_\_  
*Donna Brehm*  
\_\_\_\_\_  
*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  
Joyce Wilson, General Member, 3900 Dawley Road, Va. Beach, VA 23457