

**Virginia Beach Retired Employees Association
Board of Directors Meeting
January 17, 2018
Agriculture Building, 2nd Floor Conference Room**

Attendees:

President – Vacant
Vice President – Pete Leavitt, Presiding
Secretary – Vacant
Treasurer – Lee Edmondson, Absent
Members – Donna Brehm, Rose Dawley, Twila Leavitt, Nancy Moore, Kathy Smith
Webmaster – Kathy Lott

Welcome:

Pete Leavitt, Acting President, called the meeting to order at 9:30 AM and welcomed everyone.

Report of Board Members:

Acting President - Pete Leavitt

- Due to the Secretary vacancy, Pete asked Kathy Smith to record today's minutes.
- He will put out a message to all members that the Board is looking for members to fill the positions of President and Secretary.
- He will ask Barbara Byrd and Jane Draper for the association records in their possession.
- He has introduced himself to the Carol Dozier, city's liaison (ALT), and Millicent Gallagher, City Manager's Office.
- Donna Brehm reported that the Agriculture conference room has been reserved for our 2018 meetings with the exception of August, November and December, which we do not meet. Due to the retirement of Becky Salmons, Rose Talbot is the new contact for the conference room.
- Previously Barbara Byrd would send out emails to the 400+ members with Twila as a backup. Twila will assume the primary role, but a backup is needed for Twila.

Secretary - Vacant

Treasurer- Lee Edmondson, absent

- No formal report provided. Information provided via email include \$2,405.78 in checking account, \$5,021.54 in savings account.

Unfinished Business:

- Incorporation/association of the VBREA – Tabled until the return of the Treasurer. Pete will ask Lee to provide the pros and cons and cost to incorporate.

Report of Committees:

Benefits/Wellness – Donna Brehm

- Donna reported on the proposed change to the city's 457 plan; moving from Empower Retirement Services to VRS COV 457. City Council is scheduled to vote on the change on February 8, 2018. If approved, the change will take place July 1, 2018. Link to information can be found on www.vbrea.org (under Benefits and You).
- Rose agreed to assume the duties of chair of this committee.

Communications – Twila Leavitt

- Committee is looking for two new members as two members are struggling with health issues.
- With assistance from Dorothy Simmons, the Tenth Anniversary Edition 2017 newsletter has been created and posted on our website. The next edition will go out early April.
- A new printing company is needed to print copies for non-web members.
- Formal report attached to these minutes.

Involvement/Opportunities – Nancy Moore

- A report from the Christmas luncheon will be given at our next meeting.
- A list of future dates and locations for 2018 monthly luncheon meetings was disseminated.
- Donna suggested the committee look into Dockside Restaurant as a possible location.
- Formal report attached to these minutes.

Finance Committee – Donna Brehm

- No activity.

Membership Committee – Donna Brehm

- A letter will be mailed in late February to members who are 15+ months in arrears paying dues. If dues are not paid, members will be dropped from the membership list.
- It was announced that Jane Draper desires to stay on this committee.
- There are multiple lists, however, Donna maintains the master membership list.

Webmaster – Kathy Lott

- In reporting website statistics we had 562 unique visitors to our site between Jan 1 - Jan 16. The peak day was Jan 7 with 129 visitors. The peak visit is attributed to releasing information posted about benefits for Deferred Compensation.
- The current VBREA logo has the old website and is an unclear image. Kathy L. created a new logo which is an improvement. Motion by Nancy, seconded by Donna that we accept the new VBREA logo. Motion carried. The webmaster will send a copy of the logo to Pete for the presentation PowerPoint and to Donna for the trifold.
- The Retired Virginia Beach Employees Group Facebook page is currently owned and managed by an individual member and not the association. This has caused confusion for members who thought this Facebook page belonged to the association. Pete will talk to the member to ascertain if she would be willing to turn the page over to the association and stay on as one of the administrators. If she agrees, he will ask her to be part of the Communication committee who will oversee the page. This page will only be accessed by VBREA members.
- “Our President” page on the website will continue to be written by the President. Pete will send the webmaster a new message seeking volunteers for the positions of President and Secretary and include the duties of each office.
- Kathy L. asked if we need an “Ask the Board” page. Collective decision was no.
- Kathy L. asked if we need a Board member spotlight page. Collective decision was no.

New Business:

There being no further business, the meeting of the Board of Directors was adjourned at 11:15 AM. The monthly luncheon and meeting for all members to follow at Red Mill Golden Corral at Noon.

Respectfully submitted,

Kathy Smith

Kathy Smith, Acting Secretary
Board Member
Virginia Beach Retired Employees Association