



Tuesday, October 18, 2022

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, October 18, 2022, in person at the Mt. Gretna United Methodist Church and via Zoom Webinar, Pat Wilmsen presided.

A quorum was present including the following: (in person) Miles Bojanic, Joe Lamont, Ted Martin, Marcie Lloyd, Pat Wilmsen, (via Zoom) Carmen Bianco, Kevin Burd, and Don Dale. Esther Mefferd, and Tammy Travitz were excused. Kevin Wells, who will be joining the Board January 2023, attended as a guest.

11 households attended via Zoom, 6 households were represented in person.

1) **Call to Order, Pat Wilmsen**

The President called the meeting to order at 6:30 p.m.

2) **Approval of Minutes**

- a) Since the Minutes were distributed to Board members prior to the time of this regular monthly meeting, the reading of the Minutes was dispensed with and the revised September 20, 2022 Minutes were approved on a motion by Kevin Burd, seconded by Marcie Lloyd, and approved unanimously.

3) **President's Report**

Rather than being attached to the minutes, the President's Report is entered here in its entirety.

Thanks to all the Members who attended the open forum earlier this month. We value your feedback. We will have similar open forum sessions quarterly moving forward; exact dates/times are to be determined:

- January 2023—held virtually via ZOOM
- April 2023—held in the Tabernacle
- July 2023—as part of the Annual Meeting
- October 2023—held in the Tabernacle

While sitting in front of the group at the open forum, I realized just how many people and hours it really takes to run this community. I truly value everyone who volunteers and I am forever thankful.

I want to thank the Board for all the hard work on the 2023 budget. It was a very hard year to balance all the needs of the community with the desire to keep the assessment as low as possible. Failure of this board to deal with the current and future needs of this community could have very serious consequences. I am very proud that this board decided to make some of the tough decisions to assure this does not happen. We did take the feedback of the community very seriously and cut where we could. You might not see it that way but believe me, many hours and much thought went into development of this budget.

Please remember that this budget will not be finished until it is voted on tonight by the Board. In order to give you an idea of what was going to happen and to be transparent, I have been sending out things ahead of time. However, please remember that when you see some of these items, we are still working on them. We value your feedback; it helps us to understand what you are thinking before we make final decisions and votes.

In the coming year your assessment format will look a little different. You will see a separation of the water, sewer, and trash from the remainder of the assessment. There are several reasons for this including having



the ability to apply for grants. We were informed that we unable to apply for some of the recent water grants because we did not have a separate water bill. The good news is after a year of separation of the water assessment, we will be allowed to apply.

If you have any questions or concerns, I am here to listen.

- a) Correspondence sent to the Board in the past month is attached to these minutes.

4) **Treasurer's Report**

- a) The Jan-September expenses compared to budget report, a fund/project report, and the September balance sheet were shared with the Board prior to the meeting and are attached to these minutes.
- b) Kevin Burd reported that we are on track with where we would expect to be at this point in the year. Though one assessment is still outstanding, assessment income is higher than budget because of prior year assessments that were paid during this year. The outstanding assessment has been referred to our attorney for collection.
- c) Joe Lamont made a motion to accept the Treasurer's September report. Carmen Bianco seconded the motion and it passed unanimously.

5) **Committee Reports**

a) **Buildings & Grounds –Chair, Miles Bojanic**

- (1) The B&G October meeting report was made available to the Board and to the Membership via the MGCA website prior to the evening's meeting. Miles read highlights of the report that is attached to these minutes. Not in those minutes are the following:
 - (a) Are still waiting on a leaf collection contract from the Mt. Gretna Borough.
 - (b) At the present time, have purchased a HiJet to use around the grounds. This small vehicle has a dump on the back that will increase our efficiency.
 - (c) Leaf removal is a work in progress and changes daily. Additional planning is underway for the collection of unbagged leaves and a schedule will be established. Any volunteers who can assist in this effort are appreciated.

The Board did not have any questions.

- (2) Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen

- (a) The report was submitted in writing and is attached to these minutes. The Board did not have any questions.

- (3) Project Review, Don Dale

- (a) The project report was submitted with the B&G minutes. The Board did not have any questions.

b) **Communications Committee – Kevin Wells**

- (1) The committee is working to revise the newsletter format. They are considering a shorter and more frequent newsletter.
- (2) Kevin has been representing the Campmeeting more on Facebook. Announcements have also been sent out via our email service, SendinBlue.

c) **Community Activities & Recreation Committees – Tammy Travitz**

- (1) No report.
- (2) Ad-Hoc Library Committee –Sally Marisic
 - (a) No report.

d) **Executive Committee**

- (1) Water Tower Working Group – Joe Lamont



The team has been working on all the required paperwork. As of today, all the required work from the MGCA has been completed and submitted.

Later this week, a pre-construction meeting will be held with our Engineer, HRG, and the tank construction company, PSI, in order to make sure we work together in an efficient matter.

- (2) Ad-Hoc Archives Committee – Don Miller
 - (a) The committee has been working to file historical building permits for easy reference.
 - (3) Ad-Hoc Policy & Procedures Committee – Ted Martin
 - (a) The committee has been presented with a long list of work requests from various committees. The committee has started to meet weekly to work through these requests.
 - (b) Ted will be asking for a vote for two policies tonight, one rule change, and one proposed rule change – all to be presented under New Business.
 - (4) Ad-Hoc Advancement Committee – Ted Martin
 - (a) Working with the Bible Festival to replenish the Tabernacle Preservation Fund.
 - (b) Pat Brosious has been working on applications for grants to use for improvements to the Tabernacle.
 - (c) Pat Wilmsen thanked the committee for the work that helps to defray costs that otherwise would have to be paid for from assessment income.
 - e) **Finance Committee – Kevin Burd**
 - (1) The committee has been working on the budget since May. A great deal of work has gone into the budget that will be presented in New Business. The per Member rate reflects a 20-year loan repayment, and other community-wide infrastructure projects that need to take place. The Board feels they need to plan for the future, rather than react in the moment. This is a necessary step forward in planning for the future of our community.
 - f) **Nominations Committee – Esther Mefferd**
 - (1) No report.
 - g) **Property Ownership Committee – Kevin Burd**
 - (1) 4 properties have been transferred and new member orientations have been completed since the last regular board meeting.
 - (a) Dayna Acevedo, 305 7th Street
 - (b) Bob & Becca Finkenaur, 107 6th Street
 - (c) Yasmin Brown, 710 5th Street
 - (d) Nate & Kate Godfrey, 511 6th Street
 - (2) Of the 72 short-term rental permits permitted by Rule 20 and the associated policy, 52 permits have been issued to date or 72% of the permits.
 - h) **Mt. Gretna Tabernacle Board of Trustees (MGTA) – Esther Mefferd**
 - (1) No report.
 - i) Don Dale made a motion to approve the committee reports. Seconded by Miles Bojanic, the motion passed unanimously.
- 6) **Unfinished Business**
 - a) None.
- 7) **New Business**
 - a) To carry through on a recommendation made by our accountant, the Policy and Procedure Committee unanimously recommended adoption by the Board of the draft Financial Conflict of Interest Policy included in Board Member's meeting documents for consideration. Ted Martin made a motion to adopt



the proposed financial Conflict of Interest Policy, which was seconded by Marcie Lloyd. After due deliberation, the motion was approved by unanimous vote of all Board Members present, as the resolution of the board. **Resolution 2022.10.18-01**

- b) To carry through on a recommendation made by our accountant, the Policy and Procedure Committee unanimously recommended adoption by the Board of Managers the draft Whistleblower Policy included in Board Member's meeting documents for consideration. Ted Martin made a motion to adopt the proposed Whistleblower Policy, which was seconded by Miles Bojanic. After due deliberation, the motion was approved by unanimous vote of all Board Members present, as the resolution of the board. **Resolution 2022.10.18-02**
- c) Pursuant to significant community input on time adjustments for Quiet Hours both at public meetings and through electronic survey and a subsequent Board discussion and vote to adjust the rule, the Policy and Procedure Committee unanimously recommends adoption of the draft amendment provided earlier to Board Members that would adjust Rule 17 to maintain Quiet Hours being in force EVERY Sunday of the year, from 10 p.m. to 7 a.m. Monday through Thursday, and from 11 p.m. to 7 a.m. Friday and Saturday. Ted Martin made a motion to adopt the proposed adjustment, which was seconded by Don Dale. After due deliberation, the motion was approved by unanimous vote of all Board Members present, as the resolution of the board. The adopted revisions are attached to these minutes. **Resolution 2022.10.18-03**
- d) The Policy and Procedure Committee presented proposed adjustments to the tree rule, Rule #17. It is being presented to the board and to the community for the comments, questions, and recommendations before being presented for a vote. The current proposed revisions are attached to these minutes.
- e) Pat presented the results of the survey regarding expense elimination which is attached to these minutes. The Board asked the community what potential capital projects were important to them. Many in the community indicated that additional stone for the Carter parking lot was not important, nor was it very important to set money aside for an MGCA office. These two projects were eliminated from the 2023 budget.

Kevin stated that the Board has had 2 working sessions where they could talk through various aspects of the 2023 budget. That draft budget was shared with the community so Members could see where monies are being allocated. As stated earlier, the Board recognizes the importance to plan for infrastructure projects that must be addressed in the future. This budget will provide \$801,171 in income, \$796,692 in expenses. This means an annual assessment of \$3,231 for 2023. Kevin Burd made a motion to adopt the Finance Committee's draft budget for 2023, which was seconded by Carmen Bianco. There were no questions presented by the Board of Managers.

Pat opened it up to the community for questions or comments. Bill Linton noted that the project page attached to the budget included projects totaling \$123,500 for 2023 and asked where that was represented in the budget. Kevin Burd responded that it was an expense line on page 3 of the budget entitled Designated/Restricted Fund Transfer."

Pat then re-read the motion and called for a vote. After due deliberation, the motion was approved by unanimous vote of all Board Members present, as the resolution of the board. **Resolution 2022.10.18-04**

8) Community Comment

- i) Trish Lamont, 11 Batdorf Avenue. Expressed her concerns and questions regarding leaf collection, specifically that bagging leaves for many properties is not feasible.
- ii) Margaret Hopkins asked what the status of the leaf mulcher was. Pat Wilmsen added that we have tried to order one, but that they are not currently available.

9) Adjournment



The meeting was adjourned at 7:13 p.m. on a motion by Marcie Lloyd, seconded by Ted Martin, and passed unanimously.

The next regular meeting will be held Tuesday, November 15, 2022, at 6:30 p.m.

This meeting was recorded and will be available on the MGCA website for one month.

Attachments:

Correspondence:

- 9/22/2022 Letter from Malcom Meyer to Board re Leaf pickup policy
- 10/17/2022 Email from Ron & Karrie Hontz to Board re 2023 Budget
- Thank you letter from PA Chautauqua Board to MGCA
- 10/17/2022 Email from Jim Schlenker re 2023 Budget

- September Treasurer's Report
- October B&G Committee Meeting Minutes
- Tree Committee Report
- Executive Committee Minutes
- Proposed Financial Conflict of Interest Policy
- Proposed Whistleblower Policy
- Proposed adjustments to Rule #16, the Tree Rule
- Proposed adjustments to Rule #17, Quiet Hours
- Expense Elimination Survey
- 2023 Proposed Budget

Secretary

Chairman