



Tuesday, July 17, 2018

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 7/17/2018 in the United Methodist Church, Mt. Gretna, Pennsylvania, Mr. Martin presided and Margaret Hopkins acted as Secretary.

A quorum was present including the following: Ted Martin (President), Mary Kopala (Vice-President), Margaret Hopkins (Secretary), Kevin Burd, Lisa Carr, Mary Kopala, Esther Mefferd, and Tammy Travitz. Pam Bishop, Larry Bowman, George Resh, Sally Marisic and were excused.

I. Call to Order, Ted Martin

The Chair called the meeting to order at 6:30 PM, Mr. Martin opened the meeting.

II. Approval of Minutes

- i. 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 June Minutes were approved.

III. Treasurer's Report

- i. On a motion introduced by Mary Kopala and seconded by Tammy Travitz, a resolution was adopted unanimously as follows: RESOLVED, That the Board of Managers accepts the June P&L report presented by the Treasurer.

IV. MGCA Member Comments

- i. There were no member comments at the evening's meeting.

V. Strategic Planning

A. Buildings & Grounds Committee – Ted Martin

- i. Ed Neidigh reported that the sewer project and pillar masonry work are on hold until after September 1 because of quiet hours.
- ii. Ted Martin reported that the B&G finished their review of the use of Front Street for parking pursuant to the requests presented by the Horlachers and the Hoyts. The Horlachers requested permission for the buyer of their property to have continued driving access from 1st Street to Kephart and then on to Front Street as the Horlachers have been doing. The Hoyts asked that this practice cease at the transfer of the property. Upon review of the request and after considerable discussion, the B&G's recommendation to the Board is that Front Street be deemed no driving and no parking.
- iii. Moveable traffic control signs have been ordered for 4th Street, similar to the signs that are being used on 3rd Street.
- iv. The B&G continues to receive questions about trees, additions, property use, etc. which are impossible to accurately answer without knowing the boundaries of MGCA property. This leads to the overall question of property survey. Ted has contacted Matthew & Hockley to request a proposal for a survey map of the MGCA.
- v. Ed reported that he contacted TNT about weekly recycling pick-up, and it is not feasible at this time.



- B. Communications Committee – Kevin Burd
 - i. The Summer newsletter was distributed to all Members and posted to the website. A reminder about quiet hours and the upcoming quiet season was emailed to Members. The Member survey as well as PowerPoint slides from the public sessions for the Strategic Plan and the Welcome/Rules session are posted to the website.
- C. Community Activities Committee – Tammy Travitz
 - i. Annual meeting details are coming together. Proposed agenda for the annual meeting was reviewed.
- D. Finance Committee - Sally Marisic
 - i. No report.
- E. Nominations Committee – Esther Mefferd
 - i. No report.
- F. Property Ownership Committee – Pam Bishop
 - i. No report.
- G. Recreation Committee – Margaret Hopkins
 - i. No report.
- H. Tabernacle Association – Esther Mefferd
 - i. Tabernacle Association Board of Trustees met to discuss possible improvements to the building. Will be reported on later.
- I. Ad-Hoc Archives Committee – George Resh
 - i. No report.
- J. Ad-Hoc Policy & Procedures Committee – Margaret Hopkins
 - i. No report.
- K. Ad-Hoc Library Committee – Lisa Carr
 - i. Emi Snavelly has requested that the library be on the tour of homes again this year. The committee has agreed.
- L. Ad-Hoc Superintendent Search Committee – Mary Kopala
 - i. No report.
- M. Executive Committee – Ted Martin
 - i. No report.

VI. Old Business

- i. None.

VII. New Business

- i. On a motion introduced by Margaret Hopkins and seconded by Mary Kopala, a resolution was discussed and adopted as follows: **RESOLVED**, That the MGCA Board of Managers designate Front Street as pedestrian only and no part of it should be vehicular.
Ted Martin will contact all parties involved to let them know about the vote and decision.

Walking-Tour adjournment

At 6:53 the Board adjourned to conduct a walking tour/discussion within the MGCA grounds

Stop 1: Tabernacle. Ed reviewed some of the preventive maintenance measures conducted by the MGCA



to ensure the Tabernacle remains strong. Some of these were annual inspections by a structural engineering firm, and contracts with local service companies to remove anything adding excess weight to the Tabernacle roof (e.g. snow, leaves, etc.). Concerns which need to be addressed in the next few years are the condition of the bathrooms caused by excess moisture buildup and the condition of the pews. It was discussed that the Tabernacle curtains could be put back in place to protect the building during the off-season and/or to discourage inappropriate use of the building.

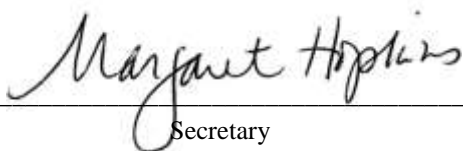
Stop 2: Pump House. Ed showed the Board the equipment within the pump house and what it is used for. He also reviewed the responsibilities the MGCA has vs those that Martin Water and Pure Test are contracted to undertake on the MGCA's behalf. He also stated that the building has intentionally not been repaired; he is waiting until the Board makes a decision about the future of the MGCA's water system.

Stop 3: Various trees. Several problematic trees were pointed out to the Board. An issue which comes up repeatedly is, "Who owns the tree?" Without a definitive survey, ownership is problematic to determine at best, impossible to determine at worst. The MGCA also has difficulty negotiating types of removal requests. We work with Climb High to maintain a list of problem trees which need to come down, but at times Members ask to remove "dangerous" trees which are deemed healthy. The costs in taking down many of these trees is considerable because they require the use of a crane.

Adjournment

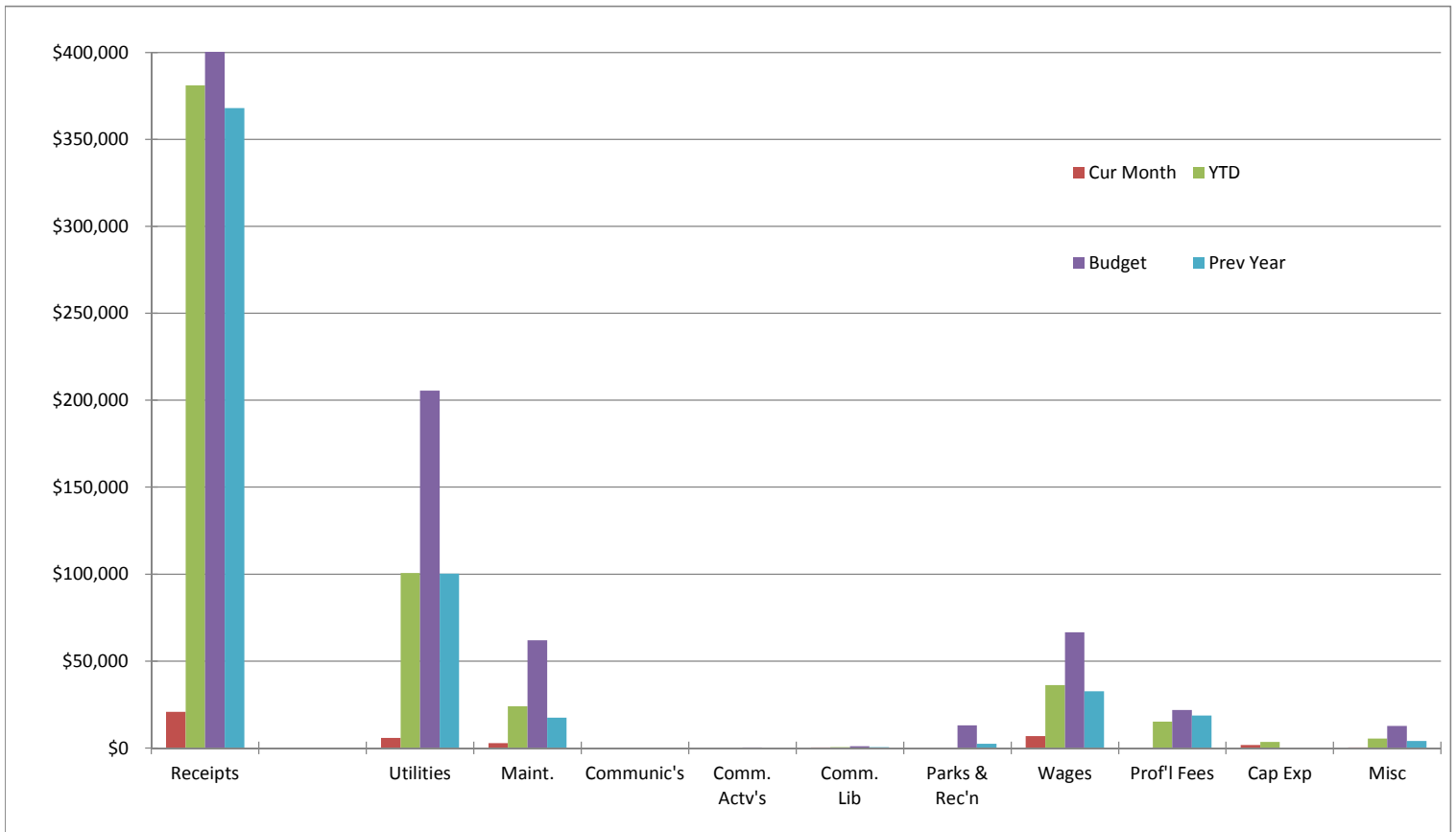
Upon the Board's return to the meeting room, the meeting was adjourned at 7:55 on a motion by Mary Kopala.

The next regular meeting will be held Tuesday, August 21st at 6:30 pm.


Secretary


Chairman

Mt. Gretna Campmeeting Association, Inc.
2018 General Fund Summary Report



June 2018

	<u>Cur. Mnth</u>		<u>Year to Date</u>		<u>Budget</u>	<u>Previous Year</u>		
	Actual	% of YTD	Actual	% of Bud.	Actual	Actual	\$ Change	%

Income								
Receipts	\$20,798	5%	\$381,150	92%	\$414,418	\$367,985	\$13,165	4%
Disbursements								
Utilities	\$5,844	6%	\$100,581	49%	\$205,500	\$100,288	\$293	0%
Maintenance	\$2,839	12%	\$23,934	39%	\$62,000	\$17,511	\$6,423	37%
Communications	\$0		\$0	0%	\$200	\$153	(\$153)	-100%
Community Activities	\$0		\$0	0%	\$300	\$0	\$0	
Community Library	\$349	63%	\$552	55%	\$1,000	\$544	\$8	2%
Parks & Recreation	\$0		\$0	0%	\$12,940	\$2,442	(\$2,442)	-100%
Wages and Benefits	\$6,839	19%	\$36,118	54%	\$66,543	\$32,605	\$3,514	11%
Professional Fees	\$0	0%	\$15,075	69%	\$21,847	\$18,665	(\$3,589)	-19%
Capital Expenses/Projects	\$1,679	49%	\$3,402		\$0	\$0	\$3,402	
Miscellaneous	\$390	7%	\$5,380	42%	\$12,750	\$4,105	\$1,275	31%
Totals	\$17,939		\$185,043	48%	\$383,080	\$176,312	\$8,731	5%
Net Margin	\$2,859		\$196,107		\$31,338	\$191,673	\$4,434	2%
								100%

Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through June 2018

Ordinary Income/Expense	Jun 18	Jan - Jun 18	Budget	\$ Over Budget	% of Budget	After Special Vote		Special Vote
						Budget	\$ Over Budget	
Income								
Assessments								
Apartment	0.00	825.00	800.00	25.00	103.13%			
Garage								
Garage Assessment Discount	0.00	-247.45	-80.00	-167.45	309.31%			
Garage - Other	0.00	3,009.00	3,010.00	-1.00	99.97%			
Total Garage	0.00	2,761.55	2,930.00	-168.45	94.25%			
Home								
Home Assessment Discounts	0.00	-5,725.50	-5,500.00	-225.50	104.1%			
Home - Other	19,854.50	364,499.35	393,912.00	-29,412.65	92.53%			
Total Home	19,854.50	358,773.85	388,412.00	-29,638.15	92.37%			
Penalties	0.00	512.00	500.00	12.00	102.4%			
Total Assessments	19,854.50	362,872.40	392,642.00	-29,769.60	92.42%			
Rentals								
Garage								
Garage Rental	0.00	10,578.35	10,580.00	-1.65	99.98%			
Rental - Garage Discount	0.00	-70.60	-150.00	79.40	47.07%			
Total Garage	0.00	10,507.75	10,430.00	77.75	100.75%			
Parking	0.00	1,760.00	1,700.00	60.00	103.53%			
Pavilion/Kitchen	0.00	125.00						
Raised Bed Gardens								
Deposit	0.00	30.00						
Garden Rental	0.00	150.00						
Total Raised Bed Gardens	0.00	180.00						
Storage Sheds								
Rental - Storage Shed Discount	0.00	-22.90	-32.00	9.10	71.56%			
Shed Rental	0.00	2,836.55	3,428.00	-591.45	82.75%			
Total Storage Sheds	0.00	2,813.65	3,396.00	-582.35	82.85%			
Tabernacle	-50.00	650.00	3,000.00	-2,350.00	21.67%			
Total Rentals	-50.00	16,036.40	18,526.00	-2,489.60	86.56%			
Library Income								
Library donations/reimbursement	50.00	110.00						
Total Library Income	50.00	110.00						
Interest Income	100.98	368.61	250.00	118.61	147.44%			

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual
January through June 2018

	<u>Jun 18</u>	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	After Special Vote			Special Vote
						Budget	\$ Over Budget	% of Budget	
Miscellaneous Receipts									
Hist Picture Book & Posters									
"Listed"	0.00	9.47							
Total Hist Picture Book & Posters	<u>0.00</u>	<u>9.47</u>							
Historical Plaques	18.00	54.00							
Reimbursed Expenses									
Mulch, Top Soil, Stone	285.00	1,159.50	500.00	659.50	231.9%				
Other Reimbursement	539.54	539.54							
Tabernacle Expense Reimbursemen	0.00	0.00	2,500.00	-2,500.00	0.0%				
Total Reimbursed Expenses	<u>824.54</u>	<u>1,699.04</u>	<u>3,000.00</u>	<u>-1,300.96</u>	<u>56.64%</u>				
Total Miscellaneous Receipts	<u>842.54</u>	<u>1,762.51</u>	<u>3,000.00</u>	<u>-1,237.49</u>	<u>58.75%</u>				
Total Income	<u>20,798.02</u>	<u>381,149.92</u>	<u>414,418.00</u>	<u>-33,268.08</u>	<u>91.97%</u>				
Gross Profit	20,798.02	381,149.92	414,418.00	-33,268.08	91.97%				

Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through June 2018

Expense	Jun 18	Jan - Jun 18	Budget	\$ Over Budget	% of Budget
Utilities					
Electric (Street Lights)	1,860.36	11,168.20	22,000.00	-10,831.80	50.77%
Garbage	3,110.30	18,569.45	38,000.00	-19,430.55	48.87%
Sewer	33.82	66,477.97	133,500.00	-67,022.03	49.8%
Water	839.14	4,365.44	12,000.00	-7,634.56	36.38%
Total Utilities	5,843.62	100,581.06	205,500.00	-104,918.94	48.95%
Maintenance					
General Maintenance	1,361.94	4,465.09	8,000.00	-3,534.91	55.81%
Garage Maintenance & Util's	43.22	290.39	2,000.00	-1,709.61	14.52%
Library Bldng Maint. & Util's	510.47	725.35	1,000.00	-274.65	72.54%
Paving	0.00	0.00	7,500.00	-7,500.00	0.0%
Recreational Facilities Maint.	80.00	208.06	1,300.00	-1,091.94	16.01%
Sewer/Water Line Maintenance	0.00	7,302.38	7,500.00	-197.62	97.37%
Snow Removal	0.00	3,224.24	5,000.00	-1,775.76	64.49%
Tabernacle Bldng Maint & Util's	524.32	1,246.16	8,000.00	-6,753.84	15.58%
Tree Removal & Trimming	0.00	3,711.00	18,700.00	-14,989.00	19.85%
Truck and Tractor Costs	319.21	2,761.28	3,000.00	-238.72	92.04%
Total Maintenance	2,839.16	23,933.95	62,000.00	-38,066.05	38.6%
Communications					
Newsletter	0.00	0.00	100.00	-100.00	0.0%
Web-Site	0.00	0.00	100.00	-100.00	0.0%
Total Communications	0.00	0.00	200.00	-200.00	0.0%
Community Activities					
Picnic	0.00	0.00	300.00	-300.00	0.0%
Total Community Activities	0.00	0.00	300.00	-300.00	0.0%
Community Library					
	349.12	552.08	1,000.00	-447.92	55.21%
Parks & Recreation					
Recreational Activities & Equip	0.00	0.00	100.00	-100.00	0.0%
Tree Health/Maintenance	0.00	0.00	12,840.00	-12,840.00	0.0%
Total Parks & Recreation	0.00	0.00	12,940.00	-12,940.00	0.0%

After Special Vote
\$ Over Budget % of Budget
Special Vote

B&G Committee

Communications Committee

Activities Committee

Parks & Rec Committee

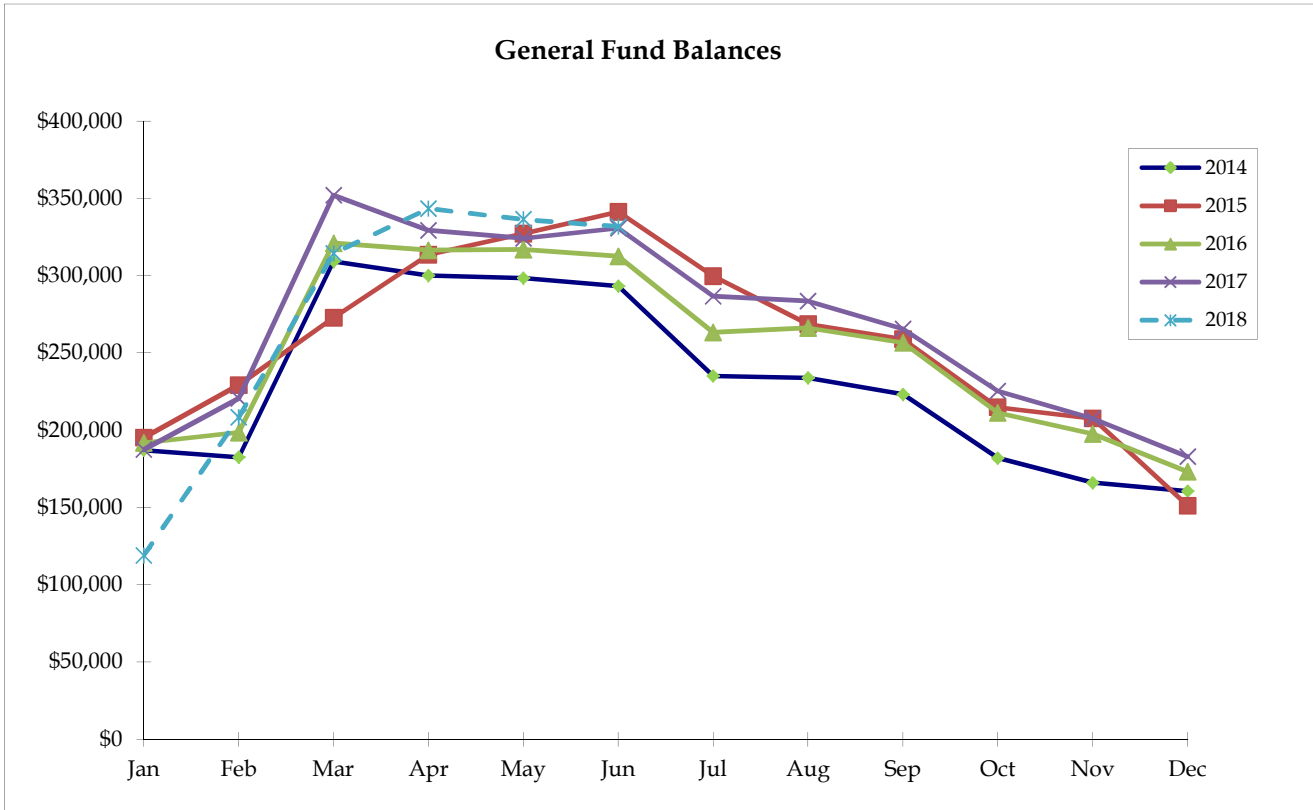
Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through June 2018

Executive Committee

	Jun 18	Jan - Jun 18	Budget	\$ Over Budget	% of Budget	After Special Vote Budget	\$ Over Budget	% of Budget	Special Vote
Wages and Benefits									
Employee Medical Exp Reimb	334.70	3,437.59	4,000.00	-562.41	85.94%				
Employee Payroll Taxes	526.55	2,949.24	6,128.00	-3,178.76	48.13%				
Gross Payroll	5,972.15	29,035.87	55,715.00	-26,679.13	52.12%				
Payroll Expenses	5.23	695.71	700.00	-4.29	99.39%				
Total Wages and Benefits	6,838.63	36,118.41	66,543.00	-30,424.59	54.28%				
Professional Fees									
Accounting	0.00	0.00	2,750.00	-2,750.00	0.0%				
Insurance									
Auto	0.00	982.00	1,000.00	-18.00	98.2%				
Bus. Catastrophe	0.00	2,283.00	2,250.00	33.00	101.47%				
Commercial	0.00	8,895.00	8,900.00	-5.00	99.94%				
Workers Comp	0.00	2,653.00	3,947.00	-1,294.00	67.22%				
Total Insurance	0.00	14,813.00	16,097.00	-1,284.00	92.02%				
Legal Fees	0.00	262.25	3,000.00	-2,737.75	8.74%				
Total Professional Fees	0.00	15,075.25	21,847.00	-6,771.75	69.0%				
Capital Expenses/Projects	1,679.00	3,402.18				\$58,862.98	-\$55,460.80	6%	\$58,862.98
Miscellaneous									
Administrative costs									
Banking Costs	11.90	122.41	150.00	-27.59	81.61%				
Computer	0.00	268.26	300.00	-31.74	89.42%				
Office Equipment/Furnishings	0.00	615.40							
Office Supplies	0.00	176.10	400.00	-223.90	44.03%				
Postage and Delivery	90.00	479.96	500.00	-20.04	95.99%				
Printing and Reproduction	6.51	227.48	1,500.00	-1,272.52	15.17%				
Telephone	281.45	1,158.54	2,100.00	-941.46	55.17%				
Total Administrative costs	389.86	3,048.15	4,950.00	-1,901.85	61.58%				
Contributions - Note 2 Fin Comm	0.00	1,100.00	2,300.00	-1,200.00	47.83%				
Property Taxes	0.00	1,231.76	5,500.00	-4,268.24	22.4%				
Total Miscellaneous	389.86	5,379.91	12,750.00	-7,370.09	42.2%				
Total Expense	17,939.39	185,042.84	383,080.00	-198,037.16	48.3%				
Net Ordinary Income	2,858.63	196,107.08	31,338.00	164,769.08	625.78%				

Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through June 2018

	Jun 18	Jan - Jun 18	Budget	\$ Over Budget	% of Budget	After Special Vote			Special Vote
						Budget	\$ Over Budget	% of Budget	
Other Income/Expense									
Other Income									
Designated Funds									
Capital Project Fund	0.00	145.15							
Library Fund	0.00	1,868.13							
Tree Maintenance Fund	-1,803.50	-1,796.96				-\$2,000.00	\$203.04	90%	-\$2,000.00
Total Designated Funds	-1,803.50	216.32							
Restricted Funds									
Heritage Fest'l (Comm Act Comm)									
Her Fest Sponsorships & Ads	650.00	650.00							
Her Fest Donations	0.00	14.00							
Heritage Fest'l Expense	0.00	-1,642.01				-\$7,300.00	\$5,657.99	22%	-\$7,300.00
Heritage Fest'l (Comm Act Comm) - Other	0.00	1,809.51							
Total Heritage Fest'l (Comm Act Comm)	650.00	831.50							
Marlin & Nancy Seiders Memorial	4.32	-2,476.58				-\$2,500.00	\$23.42	99%	-\$2,500.00
Playground Fund (Recreatn Comm)	0.00	4.03							
Total Restricted Funds	654.32	-1,641.05							
Total Other Income	-1,149.18	-1,424.73							
Net Other Income	-1,149.18	-1,424.73	0.00	-1,424.73	100.0%				
Net Income	1,709.45	194,682.35	31,338.00	163,344.35	621.23%				



Restricted Fund Balances

Heritage Festival Fund	\$11,517
Marlin & Nancy Seiders Fund	\$23,863
Playground Improvement Fund	\$7,975

Designated Fund Balances

Capital Project Fund	\$125,258
Library Fund	\$6,351
Tree Maintenance Fund	\$11,130

Late & Delinquent Accounts

As of 30-Jun-18

	Prior Years	2018	Total
Property Assessments	\$3,191	\$0	\$3,191
Rentals	\$0	\$0	\$0
Misc.	\$0	\$0	\$0
			\$3,191