



Tuesday, August 21st, 2018

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, 8/21/2018 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), Sally Marisic (Treasurer), Margaret Hopkins (Secretary), Pam Bishop, Larry Bowman, Mary Kopala, Esther Mefferd, and Tammy Travitz. Kevin Burd, Lisa Carr, and George Resh, 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 July Minutes were approved.

III. Treasurer's Report

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

IV. Superintendent's Report

- i. The large amount of rain has made it very apparent that the infrastructure needs an upgrade to handle the flow of water through the Campmeeting. Two areas of greatest concern are at Kauffman Ave where the road crosses the stream and the bottom of 1st street where the stream runs under 1st Street near the playground. Most heavy trucks use these two access points into the Campmeeting.
- ii. Many streets had their asphalt damaged due to the excess water through the ground under them. Of all the streets that need to be re-paved, Markwood is at the top of the list.

V. Strategic Planning

A. Tabernacle Association – Esther Mefferd

- i. Larry Bowman reported that the Tabernacle Association is reviewing possible improvements to benches, ventilation, signage, and the possible purchase of a keyboard. All recommendations for improvements to the building will be submitted to the B&G Committee.

B. Buildings & Grounds Committee – Ted Martin

- i. New traffic signs have been placed on 4th Street to guide visitors on the street's use. All residents were contacted by Ted to let them know how to access their properties.
- ii. "No Alcohol" and additional "No Smoking" signs have been added to the Tabernacle.
- iii. The Mutt Mitt station in Memorial Park has been relocated due to a resident's request.
- iv. Bob Travitz is working on a trash review/plan.
- v. The Williams Community Foundation is receiving applications for community grants of up to \$10,000. The B&G Committee discussed whether or not the MGCA should apply for one of these grants. September 1st is the application deadline. The groups' consensus was that the MGCA should proceed with an application to either help with tree management or the development of an

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infrastructure long-range plan that would include a water flow management. Pam Bishop stated that she was opposed to any application of money from the Williams Foundation that accepting the money would be a tacit way of accepting or approving the pipeline work that the Williams Foundation is connected to.

- vi. Karrie Hontz presented a plan to get rid of the bamboo, an invasive plant, in the community garden. A team of volunteers will be needed to implement the plan and participate in a general a clean-up of the community garden in the fall.
- C. Finance Committee - Sally Marisic
 - i. Approaching budget time. Committee worksheets will be sent to the chairs; worksheets need to be turned in at the next Board Meeting on September 18th. The budget will be introduced at the November board meeting for a vote in the December meeting.
- D. Communications Committee – Kevin Burd
 - i. The fall newsletter will be published after the September Board meeting.
- E. Community Activities Committee – Tammy Travitz
 - i. Ed reported that the Heritage Festival attendance was around 2,000 for all five shows. The music was superior to last year; Ed received many compliments. Five sponsors each supported one of the five concerts.
 - ii. Ed resigned as coordinator for the next year.
- F. Ad-Hoc Personnel – Mary Kopala
 - i. Mark Sheffy has decided not to accept the Superintendent job. The committee will reconvene to discuss how to proceed.
- G. Parks & Recreation Committee – Margaret Hopkins
 - i. Climb High and Bob Houser will update the list of trees that are of concern to the MGCA.
- H. Property Ownership Committee – Pam Bishop
 - i. Paul & Faye Maulfair purchased 206 4th Street from Chris & Katrina Kelly on July 20th.
 - ii. Mike & Vicki Deitzler purchased 207 7th Street from the Duane Perkins estate on July 21st.
- I. Ad-Hoc Policy & Procedures Committee – Margaret Hopkins
 - i. No meeting, nothing to report.
- J. Nominations Committee – Esther Mefferd
 - i. Noting to report.
- K. Ad-Hoc Archives Committee – George Resh
 - i. Pat Gible from the Historical Society visited the Board to review the archive standards for the Historical Society.
- L. Ad-Hoc Library Committee – Lisa Carr
 - i. No report.
- M. Executive Committee – Ted Martin
 - i. Last Tuesday, August 14th, the special committee on rentals met for the first time. They will discuss benefits and challenges to the MGCA from property rentals and will make recommendations to the Board for improvements. The committee’s membership includes both MGCA Members who rent



their properties and those who are concerned about some of the negative impacts some rentals are currently or could potentially have on the MGCA. As part of their discussion, the committee will be setting up a time for community comment.

- ii. The siren at the Fire Company has been the focus of several e-mails recently sent to the MGCA. Ted has asked those expressing their concern to reach out and get the perspective of the entire community before the Board makes any action.
- iii. The firm of Matthew & Hockley have been asked to put together a rough estimate for a complete survey of MGCA property.
- iv. Two property owners have been fined for quiet hours violations. Both MGCA Members scheduled work during quiet hours. Ted has also met with several other Members to remind them about quiet hours on an as needed basis.

VI. New Business

- i. On a motion from Margaret Hopkins and seconded by Larry Bowman, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers appoint a Special Committee on Rentals to discuss the challenges raised by MGCA rental properties from the point of view of rental property owners and those who are not rental property owners, and to propose solutions to those challenges to the Board of Managers; members to include Jon Green, Chair, and members Tammy Travitz, Mary Kopala, Bob Rader, Fred Opalinski, Justin Williams, and Val Swarr.
- ii. On a motion from Esther Mefferd and seconded by Margaret Hopkins, a resolution was adopted with one "no" vote from Pam Bishop as follows: RESOLVED, That the MGCA Board of Managers agree to apply for a grant from the Williams Community Foundation to aid the MGCA, possibly for use in developing an infrastructure master plan.

VII. Old Business

- i. None

VIII. MGCA Member Comments

- i. Doug Lorenzen of 503 1st Street asked if the quiet hours fines caused the work to stop. Ted Martin responded that the work did not stop. Some members of the meeting asked that the rules be reviewed to consider a possible daily fine and an increasing daily fine for work during quiet hours rather than only one fine per incident.
- ii. Jim and Linda Campbell had asked the Board via e-mail in October of 2017 and again in July of 2018 for a response to a tree concern; tree #2122 at the corner of 5th and Glossbrenner has a large dead branch on it. The Campbells were bringing this to the attention of the Board in an effort to protect the tree from possible insect damage; insects appear to be infesting the branch. They came to the meeting to express their concern that they had as yet received no official response from the MGCA about the tree and to ask why the Board thought the ownership of the tree was in question. There followed a discussion about tree references from the Rules & Regulations booklet and the difficulty of proving tree ownership without survey lines.



Adjournment

On a motion by Mary Kopala and seconded by Sally Marisic, the meeting was adjourned at 8:10 pm.

The next regular meeting will be held Tuesday, September 18th at 6:30 pm.

Secretary

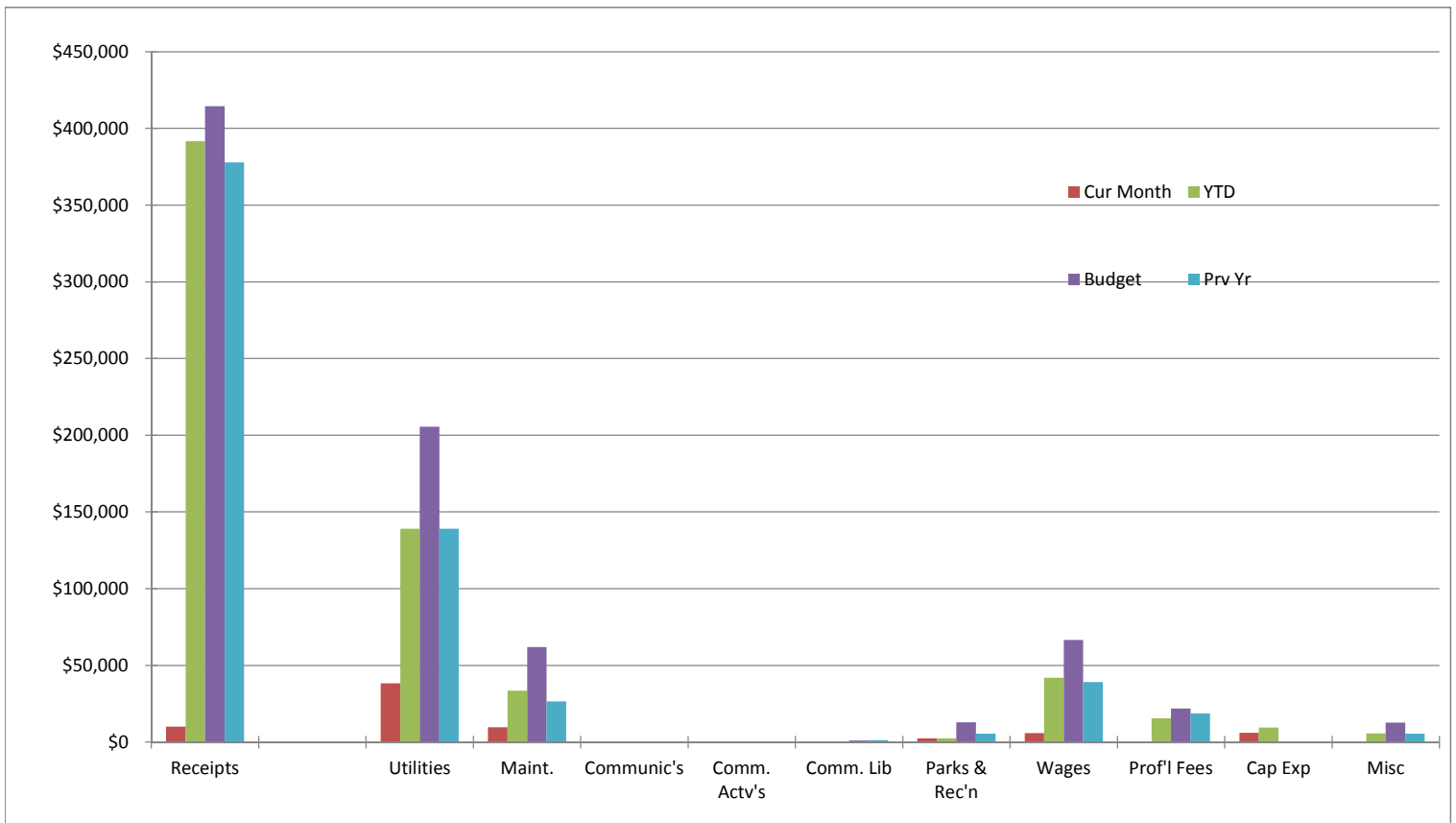
Chairman

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



July 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	\$10,027	3%	\$391,727	95%	\$414,418	\$377,840	\$13,887	4%
Disbursements								
Utilities	\$38,392	28%	\$138,973	68%	\$205,500	\$138,971	\$2	0%
Maintenance	\$9,678	29%	\$33,612	54%	\$62,000	\$26,553	\$7,059	27%
Communications	\$0		\$0	0%	\$200	\$211	(\$211)	-100%
Community Activities	\$0		\$0	0%	\$300	\$0	\$0	
Community Library	\$0	0%	\$552	55%	\$1,000	\$1,320	(\$768)	-58%
Parks & Recreation	\$2,410	100%	\$2,410	19%	\$12,940	\$5,531	(\$3,121)	-56%
Wages and Benefits	\$5,854	14%	\$41,973	63%	\$66,543	\$39,022	\$2,951	8%
Professional Fees	\$500	3%	\$15,575	71%	\$21,847	\$18,665	(\$3,089)	-17%
Capital Expenses/Projects	\$6,101	64%	\$9,504		\$0	\$0	\$9,504	
Miscellaneous	\$197	4%	\$5,577	44%	\$12,750	\$5,423	\$154	3%
Totals	\$63,132		\$248,175	65%	\$383,080	\$235,695	\$12,480	5%
Net Margin	(\$53,105)		\$143,552		\$31,338	\$142,145	\$1,407	1%
								100%

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

	January through July 2018					After Special Vote			
	Jul 18	Jan - Jul 18	Budget	\$ Over Budget	% of Budget	Budget	\$ Over Budget	% of Budget	Special Vote
Ordinary Income/Expense									
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	<u>0.00</u>	<u>2,761.55</u>	<u>2,930.00</u>	<u>-168.45</u>	<u>94.25%</u>				
Home									
Home Assessment Discounts	0.00	-5,725.50	-5,500.00	-225.50	104.1%				
Home - Other	9,449.00	374,498.35	393,912.00	-19,413.65	95.07%				
Total Home	<u>9,449.00</u>	<u>368,772.85</u>	<u>388,412.00</u>	<u>-19,639.15</u>	<u>94.94%</u>				
Penalties	0.00	512.00	500.00	12.00	102.4%				
Total Assessments	<u>9,449.00</u>	<u>372,871.40</u>	<u>392,642.00</u>	<u>-19,770.60</u>	<u>94.97%</u>				
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	<u>0.00</u>	<u>10,507.75</u>	<u>10,430.00</u>	<u>77.75</u>	<u>100.75%</u>				
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	<u>0.00</u>	<u>180.00</u>							
Storage Sheds									
Rental - Storage Shed Discount	0.00	-22.90	-32.00	9.10	71.56%				
Shed Rental	286.50	3,123.05	3,428.00	-304.95	91.1%				
Total Storage Sheds	<u>286.50</u>	<u>3,100.15</u>	<u>3,396.00</u>	<u>-295.85</u>	<u>91.29%</u>				
Tabernacle	0.00	650.00	3,000.00	-2,350.00	21.67%				
Total Rentals	<u>286.50</u>	<u>16,322.90</u>	<u>18,526.00</u>	<u>-2,203.10</u>	<u>88.11%</u>				
Library Income									
Library donations/reimbursement	0.00	110.00							
Total Library Income	<u>0.00</u>	<u>110.00</u>							
Interest Income	131.71	500.32	250.00	250.32	200.13%				

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

	<u>Jul 18</u>	<u>Jan - Jul 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	After Special Vote Budget	\$ Over Budget	% of Budget	Special Vote
Miscellaneous Receipts									
Hist Picture Book & Posters									
"Listed"	0.00	9.47							
Total Hist Picture Book & Posters	0.00	9.47							
Historical Plaques	0.00	54.00							
Reimbursed Expenses									
Mulch, Top Soil, Stone	159.64	1,319.14	500.00	819.14	263.83%				
Other Reimbursement	0.00	539.54							
Tabernacle Expense Reimbursemen	0.00	0.00	2,500.00	-2,500.00	0.0%				
Total Reimbursed Expenses	159.64	1,858.68	3,000.00	-1,141.32	61.96%				
Total Miscellaneous Receipts	159.64	1,922.15	3,000.00	-1,077.85	64.07%				
Total Income	10,026.85	391,726.77	414,418.00	-22,691.23	94.53%				
Gross Profit	10,026.85	391,726.77	414,418.00	-22,691.23	94.53%				

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

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

B & G Committee

Activities Communications Committee

Parks & Rec Committee

Expense	Jul 18	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
Utilities					
Electric (Street Lights)	1,842.85	13,011.05	22,000.00	-8,988.95	59.14%
Garbage	3,085.50	21,654.95	38,000.00	-16,345.05	56.99%
Sewer	33,011.50	99,489.47	133,500.00	-34,010.53	74.52%
Water	452.45	4,817.89	12,000.00	-7,182.11	40.15%
Total Utilities	<u>38,392.30</u>	<u>138,973.36</u>	<u>205,500.00</u>	<u>-66,526.64</u>	<u>67.63%</u>
Maintenance					
General Maintenance					
Plantings	171.14	171.14			
General Maintenance - Other	2,079.87	6,544.96	8,000.00	-1,455.04	81.81%
Total General Maintenance	<u>2,251.01</u>	<u>6,716.10</u>	<u>8,000.00</u>	<u>-1,283.90</u>	<u>83.95%</u>
Garage Maintenance & Util's	39.81	330.20	2,000.00	-1,669.80	16.51%
Library Building Maint. & Util's	196.68	922.03	1,000.00	-77.97	92.2%
Paving	0.00	0.00	7,500.00	-7,500.00	0.0%
Recreational Facilities Maint.	101.15	309.21	1,300.00	-990.79	23.79%
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	964.60	2,210.76	8,000.00	-5,789.24	27.64%
Tree Removal & Trimming	5,460.50	9,171.50	18,700.00	-9,528.50	49.05%
Truck and Tractor Costs	664.02	3,425.30	3,000.00	425.30	114.18%
Total Maintenance	<u>9,677.77</u>	<u>33,611.72</u>	<u>62,000.00</u>	<u>-28,388.28</u>	<u>54.21%</u>
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	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>-200.00</u>	<u>0.0%</u>
Community Activities					
Picnic	0.00	0.00	300.00	-300.00	0.0%
Total Community Activities	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>	<u>-300.00</u>	<u>0.0%</u>
Community Library	0.00	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	2,409.52	2,409.52	12,840.00	-10,430.48	18.77%
Total Parks & Recreation	<u>2,409.52</u>	<u>2,409.52</u>	<u>12,940.00</u>	<u>-10,530.48</u>	<u>18.62%</u>
Wages and Benefits					
Employee Medical Exp Reimb	0.00	3,437.59	4,000.00	-562.41	85.94%
Employee Payroll Taxes	448.52	3,397.76	6,128.00	-2,730.24	55.45%

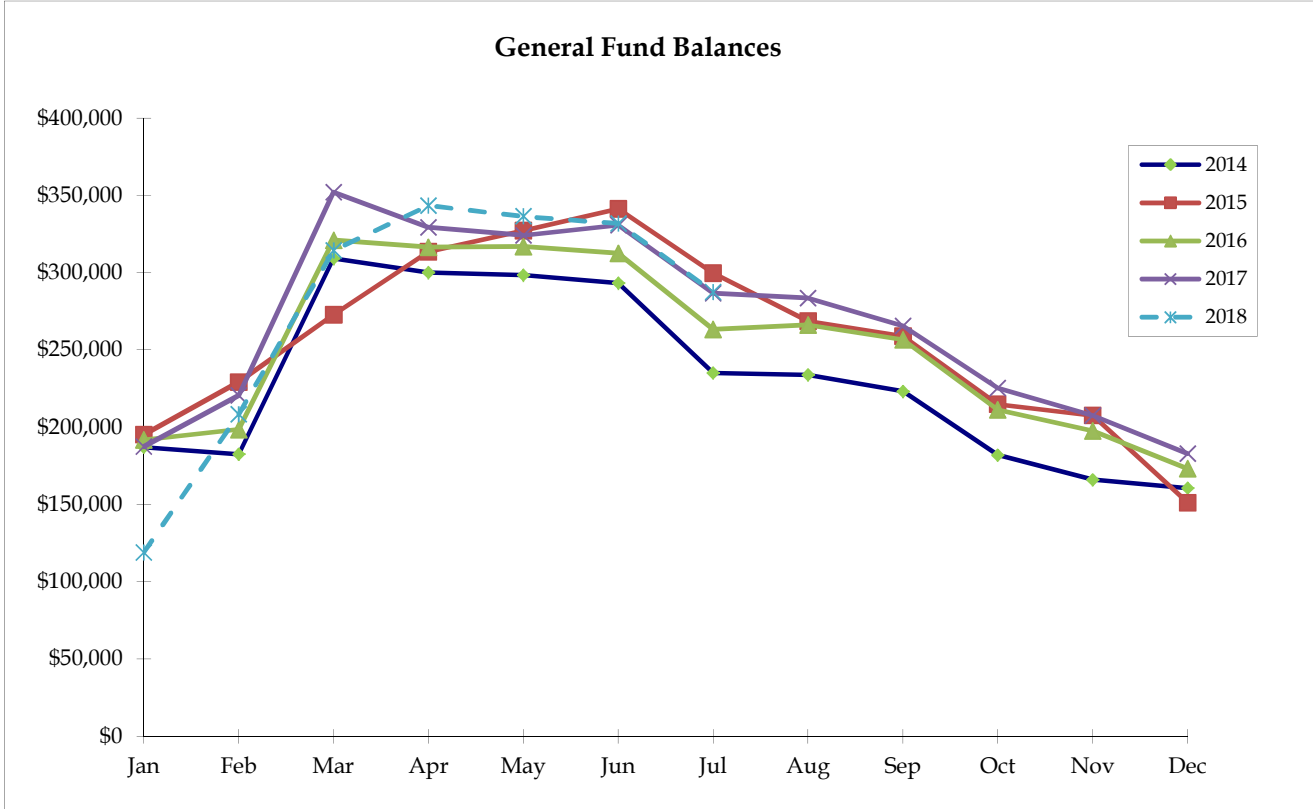
Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through July 2018

Executive Committee

	Jul 18	Jan - Jul 18	Budget	\$ Over Budget	% of Budget	Budget	After Special Vote \$ Over Budget	% of Budget	Special Vote
Gross Payroll	5,400.36	34,436.23	55,715.00	-21,278.77	61.81%				
Payroll Expenses	5.25	700.96	700.00	0.96	100.14%				
Total Wages and Benefits	5,854.13	41,972.54	66,543.00	-24,570.46	63.08%				
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	500.00	3,153.00	3,947.00	-794.00	79.88%				
Total Insurance	500.00	15,313.00	16,097.00	-784.00	95.13%				
Legal Fees	0.00	262.25	3,000.00	-2,737.75	8.74%				
Total Professional Fees	500.00	15,575.25	21,847.00	-6,271.75	71.29%	\$80,709.98	-\$65,134.73	19%	\$58,862.98
Capital Expenses/Projects	6,101.48	9,503.66							
Miscellaneous									
Administrative costs									
Banking Costs	0.00	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	37.57	213.67	400.00	-186.33	53.42%				
Postage and Delivery	90.00	569.96	500.00	69.96	113.99%				
Printing and Reproduction	0.00	227.48	1,500.00	-1,272.52	15.17%				
Telephone	69.09	1,227.63	2,100.00	-872.37	58.46%				
Total Administrative costs	196.66	3,244.81	4,950.00	-1,705.19	65.55%				
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	196.66	5,576.57	12,750.00	-7,173.43	43.74%				
Total Expense	63,131.86	248,174.70	383,080.00	-134,905.30	64.78%				
Net Ordinary Income	-53,105.01	143,552.07	31,338.00	112,214.07	458.08%				

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

	<u>Jul 18</u>	<u>Jan - Jul 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	After Special Vote Budget	\$ Over Budget	% of Budget	Special Vote
Other Income/Expense									
Other Income									
Designated Funds									
Capital Project Fund	57.68	244.02							
Library Fund	0.00	1,868.13							
Tree Maintenance Fund	1.19	-1,794.58				-\$2,000.00	\$205.42	90%	-\$2,000.00
Total Designated Funds	<u>58.87</u>	<u>317.57</u>							
Restricted Funds									
Heritage Fest'l (Comm Act Comm)									
Her Fest Sponsorships & Ads	1,300.00	1,950.00							
Her Fest Donations	1,165.00	1,179.00							
Heritage Fest'l Expense	-4,204.05	-5,846.06				-\$7,300.00	\$1,453.94	80%	-\$7,300.00
Heritage Fest'l (Comm Act Comm) - Other	1.04	1,811.59							
Total Heritage Fest'l (Comm Act Comm)	<u>-1,738.01</u>	<u>-905.47</u>							
Marlin & Nancy Seiders Memorial	2.57	-2,471.45				-\$2,500.00	\$28.55	99%	-\$2,500.00
Playground Fund (Recreatn Comm)	0.73	5.50							
Total Restricted Funds	<u>-1,734.71</u>	<u>-3,371.42</u>							
Total Other Income	<u>-1,675.84</u>	<u>-3,053.85</u>							
Net Other Income	<u>-1,675.84</u>	<u>-3,053.85</u>	<u>0.00</u>	<u>-3,053.85</u>	<u>100.0%</u>				
Net Income	<u>-54,780.85</u>	<u>140,498.22</u>	<u>31,338.00</u>	<u>109,160.22</u>	<u>448.33%</u>				



Restricted Fund Balances

Heritage Festival Fund	\$9,780
Marlin & Nancy Seiders Fund	\$23,868
Playground Improvement Fund	\$7,976

Designated Fund Balances

Capital Project Fund	\$125,357
Library Fund	\$6,351
Tree Maintenance Fund	\$11,132

Late & Delinquent Accounts

As of 31-Jul-18

	Prior Years	2018	Total
Property Assessments	\$3,191	\$8,572	\$11,763
Rentals	\$0	\$0	\$0
Misc.	\$0	\$0	\$0
			\$11,763