



Tuesday, March 15, 2022

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, March 15, 2022 via Zoom Webinar, Mt. Gretna, Pennsylvania, Pat Wilmsen presided.

A quorum was present including the following: Kevin Burd, Don Dale, Ted Martin, Esther Mefferd, Katcha Neale, Tammy Travitz, and Pat Wilmsen. Carmen Bianco, Joe Lamont, and Hal Myers were excused.

1) Call to Order, Pat Wilmsen

The Treasurer called the meeting to order at 6:32 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 February Minutes were approved on a motion by Tammy Travitz, seconded by Don Dale, and approved unanimously.

3) President's Report, given by Pat Wilmsen on behalf of Hal Myers

- a) Correspondence to the Board was shared with the Board via Google drive prior to the meeting and is attached to these minutes.
- b) A Special Membership meeting was held Saturday, March 12, 2022 to conduct a funding vote for the potential water tower project. The vote results were 133 in favor of the motion, 28 opposed to the motion, which made 83% in favor of the motion. Thanks to Kevin Burd, Jim Campbell, and Marcie Lloyd for acting as judge and inspectors for the election.
- c) A recent dumpster violation occurred when a Member threw a piece of furniture in the dumpster. When the rules were reviewed, we discovered there is no requirement for Members covered by a fine. There is a possible fine for non-Members when violations are pursued through the police. Under New Business we are going to ask the Board to support a revision to Rule #4.
- d) There is a fence on Bell Avenue. that has been brought to the Board's attention that is a violation. We are working on a solution with the Member.

4) Treasurer's Report

- a) The February income and expense report, the year-to-date compared to budget report, and the February Balance sheet were shared with the Board prior to the meeting and are attached to these minutes.
- b) Pat added that budgeted income is predominantly in the Community Maintenance class, so expenses in the Overhead class will show as a deficit for the year. Our annual budget anticipates that all income will be enough to cover expenses in the Community Maintenance class, the Overhead class, and the Fundraising class.
- c) Our current budget shows budgeted expenses on a yearly basis. In the future, we will be budgeting on a monthly basis.
- d) In previous reports, Pat has shared that an extensive review was performed to examine MGCA business/financial practices. The review not only looked at budgeted income and expense, but also projects that were voted to be conducted by various committees. Several recommendations were presented as part of that review and MGCA business practice changes have been made. The last remaining detail review to be done is of the water tower project and well #2 viability testing. We expect that final recommendations will be presented to the Board at the April meeting. A sample of some of the positive changes that have come from this review are a lowering of our monthly banking fee, an increase on maximum allowable



mobile deposit, a change in the date of our bank statement reports, and changed terminology for some of the Quickbooks accounts to make their purpose clear.

- e) There are times the MGCA has more than \$250,000 in the bank, especially at the beginning of the year, which is above the Federal Reserve insurance. The MGCA has learned there is a way that MGCA deposits can be spread across several banks and yet still show on our Jonestown Bank statements. The Executive Committee is going to continue to investigate this possibility to determine its best use for the MGCA.
- f) The MGCA is obtaining a credit card which should earn points and therefore generate some additional revenue for the Campmeeting.
- g) Tammy Travitz made a motion to accept the Treasurer's February report. Ted Martin seconded the motion and it passed unanimously.

5) Committee Reports

a) Buildings & Grounds – Chair, Barb Myers

- i) The B&G March meeting report was made available to the Board and to the Membership via the MGCA website prior to the evening's meeting. On Barb Myers' behalf, Don Dale highlighted parts of that report as follows.
 - (1) Katcha Neale reported that the B&G Committee reviewed its list of policies and procedures that they would like to develop, and decided on the top priorities. These are outlined in the B&G minutes. The next step will be to develop basic guidelines for the P&P Committee to use to develop draft policies and/or procedures.
 - (2) The B&G is continuing to investigate the possibility of working with the DEP to identify possible leaks in the water system and to develop an asset management program.
 - (3) Barb Myers, Joe Lamont, and Chip O'Neal continue to assess B&G equipment needs.
 - (4) Don reported that the B&G is working with the Executive Committee to determine when the MGCA is going to join the PA One-Call system.
- ii) Building Permit Applications:
 - (1) Two building permits submitted to the committee were determined to be for information only; no formal permission was required.
 - (2) The B&G Committee is recommending approval of a building permit submitted by 612 2nd Street to put up screening on a 2nd floor porch for security purposes, with the condition that the screening would be a removable, non-permanent screen and placed on the inside of the railing.
- iii) Violette Cassel Room Project
 - (1) Ted Martin reported that the MGTA Board of Trustees moved to provide funding for this project, the project expenses will be almost completely covered by generous donations provided by Susan Engle on behalf of her family. The work was started on March 14th.
- iv) Water Tower Project, Joe Lamont
 - (1) Pat Wilmsen reported that the West Cornwall Township Planning Commission did provide a letter of support to the water tower project once they knew the results of the Saturday funding vote. PennVest confirmed they received a copy of this letter; the MGCA application is now complete.
- v) Zoning Working Group, Don Dale
 - (1) Ben Slotznick attended the February 23rd meeting at WCT. There was some discussion relating to the Campmeeting, the full report is included in the B&G minutes attached to these minutes.
 - (2) The next meeting of the WCT zoning group is March 23rd. In this meeting we will have the first



- view of the proposed re-zoning ordinances. All interested Members are encouraged to attend. The final vote is not expected to take place until April or May.
- (3) Ben stated his report focused on the effect that clear-sight triangle regulation could possibly have on Campmeeting trees, structures, and parked cars. This regulation could require the MGCA to remove quite a few trees, even on pedestrian trees where there is no traffic. With the approval of the Executive Committee, the Zoning Working Group sent a letter to WCT asking that in the new zoning regulations, the MGCA zoning district be exempt from clear-sight triangle regulation.
- vi) Tabernacle Renovation Working Group
- (1) Ted Martin gave an update. The MGTA Board of Trustees moved to provide funding for the pillar foundation project as well as for a concrete pad chair storage area under the Tabernacle. The foundation planning work is being finalized; work is expected to start by early April; the foundation work is expected to be finished before the June season.
- (2) Don Dale added that the final drawings are being prepared by Light-Heigel and then the application for building permits will occur. Arthur Funk will apply for the permits, Pat Wilmsen will find out if that is part of Funk's contract.
- vii) Storm Water Working Group, Kevin Skovira
- (1) Don Dale reported that the Mills Avenue work and patching is still scheduled for mid-April with Hackman Paving.
- viii) Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
- (1) An Earth Day celebration is planned for April 30th starting at 9:00 a.m. with children's activities and a speaker coming from Lancaster Parks & Recreation. We have 25 shrubs that will be planted under wires, donated by the 10,000,000 Trees Organization. Smaller trees must be marked, if any Member has suggestions for how to mark the trees, their suggestions are welcome. 250 trees have also been donated as giveaways to the community.
Kevin Wells and Tammy Travitz have gift certificates for giveaways.
- (2) Pat is still following up on the tree removal at 2nd Street & Otterbein Avenue. She has been working with Met-Ed to try to have them remove or assist in removing the tree.
- b) Communications Committee – Hal Myers**
- i) Kevin Burd reported that any suggestions for the spring newsletter need to be submitted by March 31st.
- c) Community Activities & Recreation Committees – Tammy Travitz**
- i) The Memorial Day weekend porch sale will be held May 28th, more information will be in the spring newsletter.
- ii) Will ask for release of funds for the 2022 Heritage Festival under New Business.
- iii) The committee will be working on a possible community picnic to be in conjunction with the annual meeting if that proceeds as an in-person event.
- iv) Ad-Hoc Library Committee – Sally Marisic
- (1) Pat read Sally Marisic's report which is attached to these minutes. The Library Committee met on March 5th to discuss the summer season. The library expects to open on May 28th and close on September 30th. The committee is also planning book reviews and children's programs.
- (2) Under New Business, the committee will be asking for a release of library funds for 2022 summer programs.



d) Executive Committee

- i) Ad-Hoc Archives Committee – Don Miller
 - (1) Don reported that the MGCA received a flat file at no charge from the Mt. Gretna Historical Society to store our drawings and maps in.
- ii) Ad-Hoc Policy & Procedures Committee – Katcha Neale
 - (1) No additional report beyond what was discussed in B&G.
- iii) Ad-Hoc Advancement Committee – Pat Brosious
 - (1) Pat B. followed up on the Violette Cassel comments to address the refurbishment donor, Susan Engle. Pat will be meeting with her and writing an article for the spring newsletter.
 - (2) We have tentatively scheduled the Violette Cassel room to be on the Gretna home tour to celebrate the refurbishment.
 - (3) The Lebanon County Hotel Tax Grant is a grant for up to \$10,000 for projects that promote tourism. We are working on the possibility of creating some simple stone pathways through Memorial Park to take advantage of this grant.

e) Finance Committee – Pat Wilmsen

- i) The Finance Committee is changing the way committees will ask for funding outside of the budget process. The committee will be meeting the 2nd Tuesday of every month. If any committee needs to request money for any purpose outside of the budget, it must first be submitted to the Finance Committee for review and recommendation vote before being presented to the Board of Managers for an approval vote. This process will apply to designated and restricted fund assets as well. Requests must be made by Monday, the day before the monthly Finance Committee meeting.
- ii) The Finance Committee will be starting the budget process earlier. All budget requests must be broken down by month rather than for an entire year.

f) Nominations Committee – Esther Mefferd

- i) Any Member who would like to run for the Board, please review the upcoming spring newsletter for all the details.
- ii) The election will once again be held with mail-in ballots.

g) Property Ownership Committee – Kevin Burd

- i) Darin & Jennifer Heilman purchased 5 Batdorf Avenue
- ii) Rachel Shaak purchased 309 1st Street
- iii) Stephanie Capkovic purchased 305 2nd Street
- iv) One new short-term rental permit, and one fewer long-term rental permit due to property sale.

h) Mt. Gretna Tabernacle Board of Trustees (MGTA) – Esther Mefferd

- i) The Board of Trustees met on February 28th to re-organize. Ted Martin will stay on as President, Bob Kettering will be Vice-President and Pat Wilmsen will be Secretary. The Treasurer is an open position that is being worked through. Esther Mefferd has agreed to remain the representative from the Trustees to the Board of Managers.
- i) Kevin Burd made a motion to approve the committee reports. Seconded by Tammy Travitz, the motion passed unanimously.

6) Old Business

a) Vacant Board Position

The open board position will be open at the election for a one-year term. As part of the annual election, if



there are more Members running than there are open seats for 3-year terms, those who are not elected into a 3-year term will be placed into a run-off election for the one-year term open seat.

b) Hybrid Meetings

As it's getting warmer and there are more opportunities to meet face-to-face, Ted Martin is proposing a hybrid meeting in May at the Tabernacle. Know the cost, but are still working out the details for the different components including set up, tear down, etc. Volunteers to help with the process would be welcome. Pat asked Katcha to work with Ted on a recording a procedure for hybrid meetings.

7) New Business

- a) Rule #4 doesn't cover our current needs with regard to dumpster violations and some other related issues. The B&G would like P&P to craft modifications to the rule to address dumpster requirements so fines can be issued to Members. Katcha made a motion that the Board of Managers direct the P&P Committee to work on a modification to Rule #4. The motion was seconded by Kevin Burd and passed unanimously.
- b) Don Dale made a motion that the Board approve the building permit submitted by 612 2nd Street that would be screening in the 2nd story porch with the condition that the Members install a non-permanent removal screen on the inside of the railing. Katcha Neale seconded the motion, and it passed unanimously.
- c) An Eagle Scout, Luke Royer, has asked to do a project coordinated with the Historical Society on the Campmeeting grounds. Luke is proposing to add QR codes linked to online information, to accessible areas around sites listed by the Historical Society, the project would be done under the Supervision of the Superintendent and the B&G Committee. Ted Martin made a motion to allow Luke Royer to proceed with the project under the supervision of the B&G Committee. The motion was seconded by Esther Mefferd and passed unanimously.
- d) Several years ago, the Board passed a resolution to set aside \$12,000 annually into a water maintenance fund. \$24,000 has been placed into that fund. Pat Wilmsen asked for a resolution to suspend that collection for the years 2022 and 2023 as the MGCA is in its transition to a new water system. Kevin Burd made a motion to not allocate \$12,000 for the years 2022 and 2023 for the water maintenance fund. The motion was seconded by Tammy Travitz and passed unanimously.
- e) Tammy Travitz made a motion to release \$6,600 from Heritage Festival Fund for the 2022 summer season performances and expenses. Esther Mefferd seconded the motion; it passed unanimously.
- f) Ted Martin made a motion to release \$500 from the Library Fund for the 2022 summer season. Seconded by Don Dale, the motion was passed unanimously.

8) Open Forum

- a) None

9) Adjournment

The meeting was adjourned at 7:31 p.m. on a motion by Esther Mefferd, seconded by Tammy Travitz, and unanimously approved.

The next regular meeting will be held Tuesday, April 19th, 2022 at 6:30 pm.

Attachments:

Correspondence:

2022.03.07 Gmail from Deb Griffith, 209 5th Street



Mt. Gretna Campmeeting
LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES

February Income & Expense Report
YTD Income & Expense compared to Budget Report
February Balance Sheet Report February B&G Report
March B&G Committee meeting minutes
March B&G Chair submitted report
Library Committee Report
612 2nd Street Building Permit Application
Eagle Scout Project proposal

Secretary

Chairman