



## Mt. Gretna Campmeeting Association

Tuesday, December 20, 2011

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, December 20, 2011 in the United Methodist Church, Mt. Gretna, Pennsylvania, Mr. Gettle presided and Mrs. Rogers acted as Secretary.

A quorum was present including the following: Bruce Gettle (President), George Resh (Vice-President), Nancy Rogers (Secretary), Sally Marisic (Treasurer), Linda Campbell, Mervin Lentz, David Lloyd, Ted Mefferd and Ben Wiley.

### **I. Call to Order**

The Chair called the meeting to order at 6:30 PM, Bruce Gettle opened with prayer.

### **II. Community Comments**

A. There were no community comments presented at the meeting.

### **III. Opening Business**

- i. On a motion by George Resh, a resolution was discussed, amended, and adopted as follows:  
RESOLVED, That the MGCA Board of Managers adopt the President's Proposed Agenda for the December meeting.
- ii. 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 November Minutes were approved.
- iii. As a point of clarification, Ben Wiley heard "extend" and not "rescind" in Oct 18, 2011 for the motion III.B.i.

### **IV. Reports of Special (Ad-Hoc) Committees**

A. Rules & Regulations Review Committee

- i. The Board continued to review the Ad-Hoc Rules and Regulations Committee proposed changes. Merv Lentz is to re-work proposed language for Rule #10 and present at the January meeting. On a motion by Nancy Rogers, resolutions were discussed and adopted unanimously as follows:  
RESOLVED, That the MGCA Board of Managers accept the proposed and edited revisions to the 2004 Rules and Regulations: Rule 6-9 and 11-12 as follows.
  1. **Rule #6** Reckless driving and speeding within the boundaries of Campmeeting property are strictly prohibited. Association Members and visitors must drive only on permitted streets.
  2. **Rule #7** Motor vehicles without a valid and current license and inspection sticker are prohibited from parking on Association Member's or Campmeeting property.
  3. **Rule #8** Parking of motor vehicles shall be permitted only in designated parking areas. All streets and walkways are designated as fire lanes.
  4. **Rule #9** The storage and/or occupancy of trailers, boats, recreational vehicles and campers of all types are prohibited on Campmeeting property unless they are stored in an enclosed garage. Campers or vehicles outfitted with caps are permitted if used as a primary means of transportation. Vehicles used as storage containers, including but not limited to box vans, are prohibited on Campmeeting property.
  5. **Rule #11** In the interest of preserving the unique character of the Campmeeting, residents are prohibited from permanently enclosing all or part of an existing open porch without prior approval of the Board.
  6. **Rule #12** In the interest of preserving the unique character of the Campmeeting, Association Members are required to construct an appropriate enclosure around all propane tanks and oil tanks that are readily visible to the public.



## Mt. Gretna Campmeeting Association

### V. Reports of Standing Committees

#### A. Executive Committee

- i. (Secretary) Read resignation letter from Linda Campbell. On a motion by Dave Lloyd, a resolution was discussed and adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers accepts the resignation of Linda Campbell from the Board of Managers with great regret.
- ii. (Secretary) Thank you letter to Art Show Council for donation was read.
- iii. (Secretary) The Tabernacle Rental request for June 16, 2012 was reviewed. On a motion by Nancy Rogers, a resolution was discussed and adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers approves the rental application from Brynn Blanford for June 16, 2012 provided that this date does not conflict with any plans in process from the Heritage Park Development sub-committee.
- iv. (Secretary) Nancy Rogers showed the Board the Campmeeting logo currently in use and then showed the proposed re-designed logo. On a motion by Sally Marisic, a resolution was adopted unanimously as follows: RESOLVED That the MGCA Board of Managers accept and start using the re-designed logo immediately.
- v. (Secretary) At the November meeting, during a discussion about Board correspondence, it was implied that out-going correspondence needs to be reviewed by the Board. Nancy Rogers offered clarification with regard to correspondence by reminding the Board of policy and practice. Historically, letters that can be responded to by referencing established guidelines from Rules and Regulations, the Charter and By-Laws, and/or policies do not have to be reviewed by the Board. Responses of this variety are automatically generated by office staff. Specifically, Mrs. Rogers wanted it to be clear that no Board directive or vote was necessary for the letter sent to Mr. Meredith earlier this year with regard to a key request to the Tabernacle.
- vi. (Treasurer) The P&L is as expected other than increased labor costs due to the fall storms. Merv Lentz proposed an increase in Morgan Erb's hourly rate because he has learned how to drive the skidloader and truck. Sally Marisic will consider this request and report back in January. Bill was submitted to the Bible Festival for their ½ of Tabernacle 2011 expenses.
- vii. (President) Asked for committee change requests – none mentioned.

#### B. Buildings and Grounds Committee - Merv Lentz

- i. Mr. Lentz did some more research into the porous paving requested by Mr. Giovannuci. In summary, Mr. Lentz found several critical problems with this method of paving being used in the Campmeeting.
  1. While it would do away with gutters, it would create new washouts.
  2. The method does not work well in wooded hilly areas without additional machinery to keep it clear, i.e. it does not work well on more than a 20% grade.
  3. Paving costs increase by 2 to 4 times.David Lloyd concurred, in his experience it is most beneficial in zoning areas where certain pervious conditions must be met. In order to maintain the asphalt a street cleaner is usually required. The Board agreed by consensus not to have the B&G committee pursue the subject further, and to have Mr. Gettle send a letter to Mr. Giovannuci with a negative response to his request.
- ii. Mr. Lentz reported that 10 – 12 street signs are to be replaced in 2012.



## Mt. Gretna Campmeeting Association

- iii. The culvert at Mills and Pinch is falling apart and needs to be repaired due to snow plow damage on Pinch Rd. Several bids were received; the lowest bid was \$900 from Kresge.
  - iv. West Cornwall Township has passed the curfew ordinance for people aged 17 and under. It will be in place M-F 10pm-7am, Weekends 11pm – 7am. Police will enforce on Campmeeting grounds.
  - v. Mr. Lentz will use the arborist referred to at last month's meeting for a review in April, the funds are in the budget.
- C. Communications Committee - Merv Lentz
- i. Tom Meredith had been asking the Office Manager, Debby Erb, for information about the bulk mailing permit. He was referred to Rick Andrews for that information.
- D. Community Activities Committee - Ben Wiley
- i. The last two bands are not yet scheduled for the Heritage Festival.
  - ii. The Heritage Festival hasn't generated much interest in the last few years, and Ben would like the Board of Managers to consider some ways to change it to create greater interest, and generate more funds.
- E. Finance Committee - Sally Marisic
- i. Nothing to report.
- F. Nominations Committee - Ted Mefferd
- i. Nothing to report.
- G. Property Ownership Committee - Merv Lentz
- i. Nothing to report
- H. Recreation Committee - George Resh
- i. Merv Lentz received a quote from 3T Security Systmes for the purchase and installation of an automatic lock device for the bathroom at the playground. George Resh will discuss with the Heritage Park development sub-committee and report back in January.
- I. Tabernacle Association – Rick Andrews
- i. Not present

### **VI. Unfinished Business**

- i. After the November meeting, a motion was made by Sally Marisic via e-mail, and a resolution was discussed, and adopted with one abstention from Nancy Rogers due to dimensions not being placed on the plot plan: RESOLVED, That the MGCA Board of Managers approve the powder room building permit submitted by John & Theresa Marks for their property at 409 7<sup>th</sup> Street.
- ii. Rick Andrews not present for junk day research. Debby Erb was asked to mail her research to the Board for discussion at the January meeting.
- iii. No response from PennDOT yet.

### **VII. New Business**

- i. No new business.

### Adjournment

On a motion by Nancy Rogers, the meeting was adjourned at 8:15 pm.

The next regular meeting will be held Tuesday, January 17 at 6:30 pm.



## Mt. Gretna Campmeeting Association

Attachments:

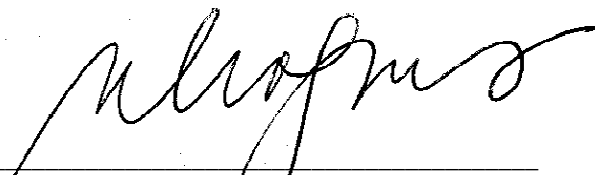
President's Proposed Agenda

Linda Campbell resignation memo

Thank you letter to Art Show Council

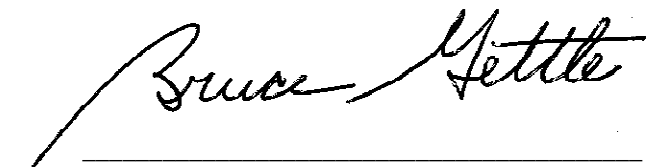
Re-designed logo art work

Bid proposal for automatic lock at playground bathroom



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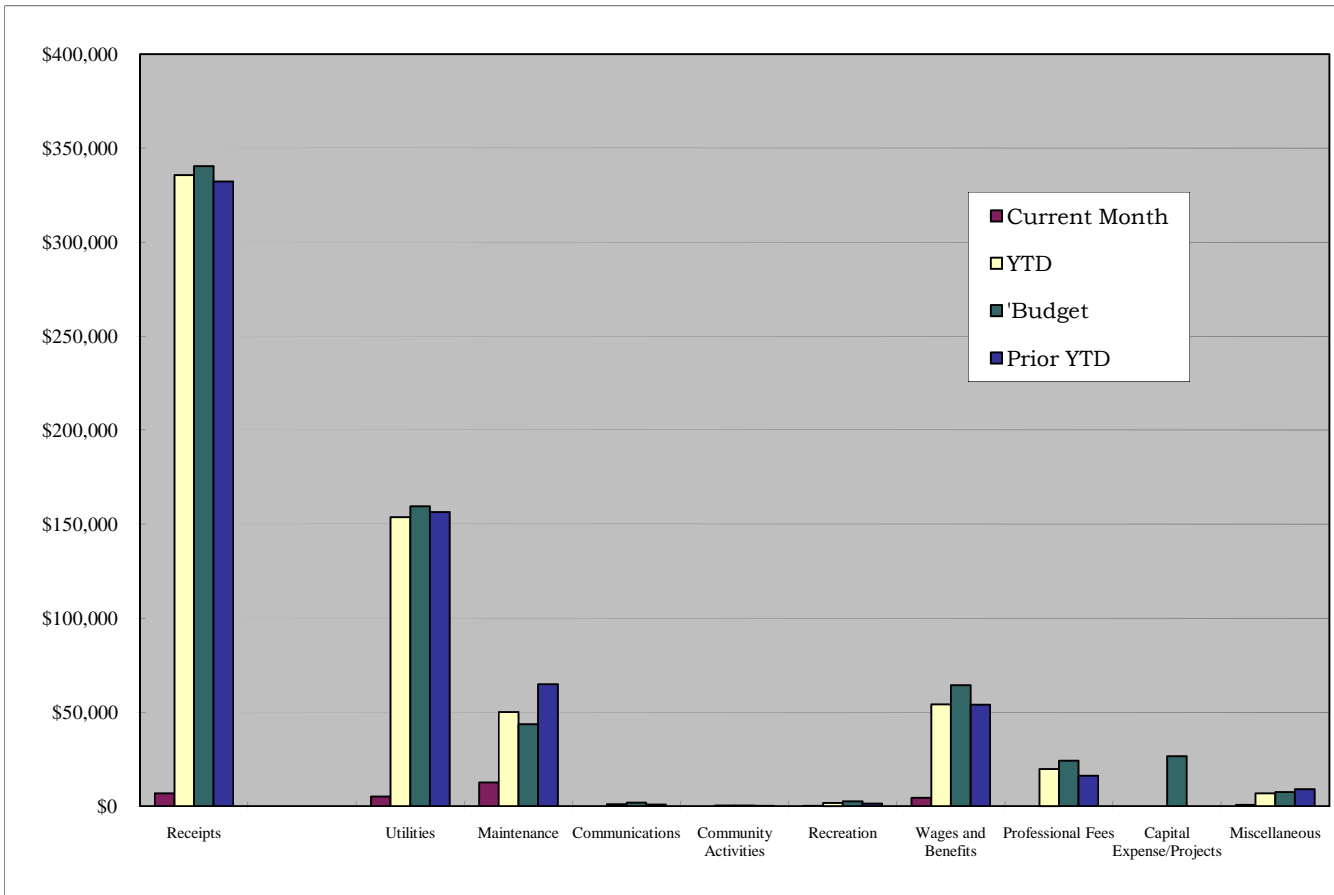
Secretary



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Chairman

**Mt. Gretna Campmeeting Association, Inc.**  
**2011 General Fund Summary Report**



**November 2011**

	<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	%
<b>Income</b>								
Receipts	\$6,846	2%	\$335,696	99%	\$340,431	\$332,262	\$3,434	1%
<b>Disbursements</b>								
Utilities	\$5,126	3%	\$153,769	96%	\$159,487	\$156,460	(\$2,691)	-2%
Maintenance	\$12,521	25%	\$50,088	115%	\$43,500	\$64,840	(\$14,752)	-23%
Communications	\$0	0%	\$1,027	56%	\$1,825	\$819	\$208	25%
Community Activities	\$0	0%	\$269	90%	\$300	\$193	\$75	39%
Recreation	\$75	4%	\$1,672	67%	\$2,500	\$1,447	\$225	16%
Wages and Benefits	\$4,398	8%	\$54,066	84%	\$64,316	\$53,900	\$166	0%
Professional Fees	\$0	0%	\$19,757	82%	\$24,200	\$16,206	\$3,552	22%
Capital Expenses/Projects	\$0			0%	\$26,600		\$0	
Miscellaneous	\$622	9%	\$6,757	90%	\$7,480	\$9,015	(\$2,257)	-25%
<b>Totals</b>	<b>\$22,742</b>		<b>\$287,405</b>	<b>87%</b>	<b>\$330,208</b>	<b>\$302,880</b>	<b>(\$15,475)</b>	<b>-5%</b>
Loan Repayment	\$0		\$26,527			\$29,403		-10%
<b>Net Margin</b>	<b>(\$15,895)</b>		<b>\$21,763</b>		<b>\$10,223</b>	<b>(\$21)</b>	<b>\$18,909</b>	

## Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through November 2011

	TOTAL					Special Vote
	Nov 11	Jan - Nov 11	Budget	\$ Over Budget	% of Budget	
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Assessments</b>						
Apartment	0.00	675.00	675.00	0.00	100.0%	
<b>Garage</b>						
Garage Assessment Discount	0.00	-77.80	-50.00	-27.80	155.6%	
Garage - Other	0.00	2,548.00	2,548.00	0.00	100.0%	
<b>Total Garage</b>	0.00	2,470.20	2,498.00	-27.80	98.89%	
<b>Home</b>						
Home Assessment Discounts	0.00	-4,131.67	-4,000.00	-131.67	103.29%	
Home - Other	3,262.40	316,889.50	324,000.00	-7,110.50	97.81%	
<b>Total Home</b>	3,262.40	312,757.83	320,000.00	-7,242.17	97.74%	
<b>Penalties</b>	567.00	1,173.84	500.00	673.84	234.77%	
<b>Total Assessments</b>	3,829.40	317,076.87	323,673.00	-6,596.13	97.96%	
<b>Rentals</b>						
Pavilion/Kitchen	0.00	150.00				
<b>Garage</b>						
Garage Rental	0.00	8,540.00	8,640.00	-100.00	98.84%	
Deposit	0.00	0.00				
Rental - Garage Discount	0.00	-72.00	-72.00	0.00	100.0%	
<b>Total Garage</b>	0.00	8,468.00	8,568.00	-100.00	98.83%	
Parking	0.00	810.00	810.00	0.00	100.0%	
Penalties	0.00	48.00				
<b>Storage Sheds</b>						
Shed Rental	0.00	2,920.00	2,880.00	40.00	101.39%	
Deposits	0.00	50.00				
Rental - Storage Shed Discount	0.00	-9.60				
<b>Total Storage Sheds</b>	0.00	2,960.40	2,880.00	80.40	102.79%	

**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
January through November 2011

	TOTAL					Special Vote
	Nov 11	Jan - Nov 11	Budget	\$ Over Budget	% of Budget	
<b>Tabernacle</b>	-50.00	950.00	1,000.00	-50.00	95.0%	
<b>Total Rentals</b>	-50.00	13,386.40	13,258.00	128.40	100.97%	
<b>Interest Income</b>	46.99	682.91	1,000.00	-317.09	68.29%	
<b>Community Activities Income</b>						
<b>Picnic Income</b>	0.00	45.00				
<b>Total Community Activities Income</b>	0.00	45.00				
<b>Miscellaneous Receipts</b>						
<b>Misc. Income Contributions</b>	3,000.00	3,100.00				
<b>Reimbursed Expenses</b>						
<b>Mulch, Top Soil, Stone</b>	20.00	1,055.50				
<b>Other Reimbursement</b>	0.00	163.00	1,500.00	-1,337.00	10.87%	
<b>Snow Removal Reimbursement</b>	0.00	36.00				
<b>Tabernacle Expense Reimbursemen</b>	0.00	0.00	1,000.00	-1,000.00	0.0%	
<b>Tree &amp; Wood Removal Reimburs't</b>	0.00	150.00				
<b>Total Reimbursed Expenses</b>	20.00	1,404.50	2,500.00	-1,095.50	56.18%	
<b>Total Miscellaneous Receipts</b>	3,020.00	4,504.50	2,500.00	2,004.50	180.18%	
<b>Total Income</b>	6,846.39	335,695.68	340,431.00	-4,735.32	98.61%	

## Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through November 2011

		TOTAL					
		Nov 11	Jan - Nov 11	Budget	\$ Over Budget	% of Budget	Special Note
<b>Expense</b>							
<b>Utilities</b>							
	Electric (Street Lights)	1,630.85	17,572.96	18,000.00	-427.04	97.63%	
	Garbage	2,951.60	32,389.40	36,680.00	-4,290.60	88.3%	
	Sewer	137.15	92,679.69	94,907.00	-2,227.31	97.65%	
	Water	406.80	11,126.54	9,900.00	1,226.54	112.39%	
	<b>Total Utilities</b>	<b>5,126.40</b>	<b>153,768.59</b>	<b>159,487.00</b>	<b>-5,718.41</b>	<b>96.41%</b>	
<b>Maintenance</b>							
	Recreational Facilities	16.31	16.31				
	Garage Costs	28.87	5,036.37	1,500.00	3,536.37	335.76%	\$ 3,790
	<b>General Maintenance</b>						
	Plantings	0.00	2,023.26				
	General Maintenance - Other	33.60	5,802.15	8,000.00	-2,197.85	72.53%	
	<b>Total General Maintenance</b>	<b>33.60</b>	<b>7,825.41</b>	<b>8,000.00</b>	<b>-174.59</b>	<b>97.82%</b>	
	Library Costs	90.29	531.40	1,000.00	-468.60	53.14%	
	Paving	3,132.00	6,442.00	6,500.00	-58.00	99.11%	
	Snow Removal	0.00	2,531.36	5,000.00	-2,468.64	50.63%	
	Tabernacle Costs	6,172.03	15,580.56	8,000.00	7,580.56	194.76%	
	Tree Removal & Trimming	2,615.00	8,900.00	8,000.00	900.00	111.25%	
	Truck and Tractor Costs	432.54	3,224.84	5,500.00	-2,275.16	58.63%	
	<b>Total Maintenance</b>	<b>12,520.64</b>	<b>50,088.25</b>	<b>43,500.00</b>	<b>6,588.25</b>	<b>115.15%</b>	
<b>Communications</b>							
	Newsletter	0.00	853.96	1,500.00	-646.04	56.93%	
	Web-Site	0.00	173.01	325.00	-151.99	53.23%	
	<b>Total Communications</b>	<b>0.00</b>	<b>1,026.97</b>	<b>1,825.00</b>	<b>-798.03</b>	<b>56.27%</b>	

B & G Committee

Communications

## Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through November 2011

Comm Act  
Rec.  
Executive Committee

		TOTAL				
		Nov 11	Jan - Nov 11	Budget	\$ Over Budget	% of Budget <span style="color: red;">Special Vote</span>
<b>Community Activities</b>						
	Picnic	0.00	268.70	300.00	-31.30	89.57%
	<b>Total Community Activities</b>	<u>0.00</u>	<u>268.70</u>	<u>300.00</u>	<u>-31.30</u>	<u>89.57%</u>
<b>Recreation</b>						
	Recreational Facilities	75.00	1,671.57	2,500.00	-828.43	66.86%
	<b>Total Recreation</b>	<u>75.00</u>	<u>1,671.57</u>	<u>2,500.00</u>	<u>-828.43</u>	<u>66.86%</u>
<b>Wages and Benefits</b>						
	Gross Payroll	3,361.40	42,529.58	51,450.00	-8,920.42	82.66%
	Employee Health Insurance	770.20	7,110.28	7,628.00	-517.72	93.21%
	Employee Payroll Taxes	261.36	4,064.33	4,888.00	-823.67	83.15%
	Payroll Expenses	5.00	361.92	350.00	11.92	103.41%
	<b>Total Wages and Benefits</b>	<u>4,397.96</u>	<u>54,066.11</u>	<u>64,316.00</u>	<u>-10,249.89</u>	<u>84.06%</u>
<b>Professional Fees</b>						
<b>Insurance</b>						
	Auto	0.00	783.00	800.00	-17.00	97.88%
	Bus Catastrophe	0.00	2,266.00	2,100.00	166.00	107.91%
	Commercial	0.00	7,219.00	7,100.00	119.00	101.68%
	Workers Comp	0.00	3,725.00	3,500.00	225.00	106.43%
	<b>Total Insurance</b>	<u>0.00</u>	<u>13,993.00</u>	<u>13,500.00</u>	<u>493.00</u>	<u>103.65%</u>
	Accounting	0.00	2,500.00	2,700.00	-200.00	92.59%
	Legal Fees	0.00	2,664.35	8,000.00	-5,335.65	33.3%
	Survey	0.00	600.00			
	<b>Total Professional Fees</b>	<u>0.00</u>	<u>19,757.35</u>	<u>24,200.00</u>	<u>-4,442.65</u>	<u>81.64%</u>
<b>Capital Expenses/Projects</b>						
	Loan Repayment	0.00	0.00	26,600.00	-26,600.00	0.0%
	<b>Total Capital Expenses/Projects</b>	<u>0.00</u>	<u>0.00</u>	<u>26,600.00</u>	<u>-26,600.00</u>	<u>0.0%</u>

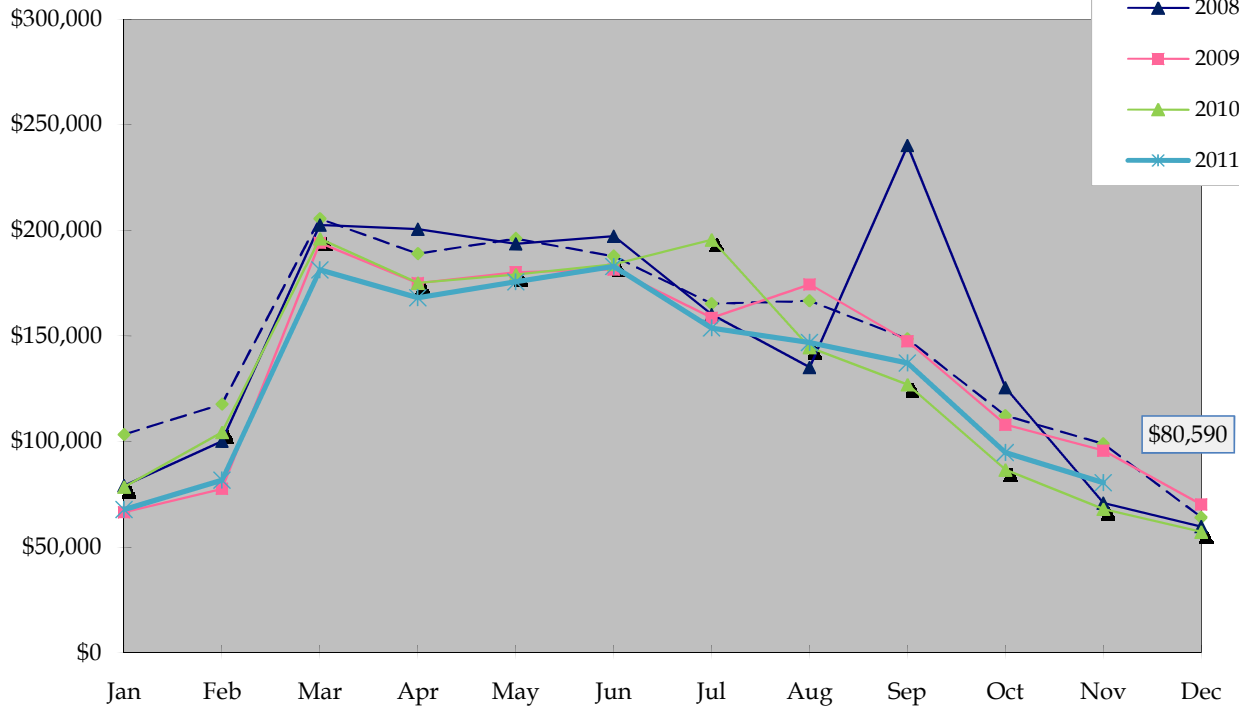
## Mt. Gretna Campmeeting Profit & Loss Budget vs. Actual January through November 2011

		TOTAL					
		Nov 11	Jan - Nov 11	Budget	\$ Over Budget	% of Budget	Special Vote
Executive Committee	Miscellaneous						
	Administrative costs						
	Banking Costs	0.00	40.00	100.00	-60.00	40.0%	
	Computer	0.00	880.68	750.00	130.68	117.42%	
	Office Equipment	66.99	133.65	500.00	-366.35	26.73%	
	Office Furnishings	0.00	0.00	300.00	-300.00	0.0%	
	Office Supplies	106.55	585.12	400.00	185.12	146.28%	
	Postage and Delivery	0.00	570.12	1,000.00	-429.88	57.01%	
	Printing and Reproduction	378.44	1,716.36	1,080.00	636.36	158.92%	
	Returned Check Charges	0.00	0.00				
	Telephone	69.62	659.43	500.00	159.43	131.89%	
	<b>Total Administrative costs</b>	<b>621.60</b>	<b>4,585.36</b>	<b>4,630.00</b>	<b>-44.64</b>	<b>99.04%</b>	
	Contributions	0.00	1,200.00	2,200.00	-1,000.00	54.55%	
	Loan Interest Expense	0.00	395.04				
Property Taxes	0.00	577.04	650.00	-72.96	88.78%		
<b>Total Miscellaneous</b>	<b>621.60</b>	<b>6,757.44</b>	<b>7,480.00</b>	<b>-722.56</b>	<b>90.34%</b>		
<b>Total Expense</b>	<b>22,741.60</b>	<b>287,404.98</b>	<b>330,208.00</b>	<b>-42,803.02</b>	<b>87.04%</b>		
<b>Net Ordinary Income</b>	<b>-15,895.21</b>	<b>48,290.70</b>	<b>10,223.00</b>	<b>38,067.70</b>	<b>472.37%</b>		

**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
 January through November 2011

	TOTAL				
	<u>Nov 11</u>	<u>Jan - Nov 11</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u> <span style="color: red;">Special Vote</span>
Other Income/Expense					
Other Income					
Restricted Funds					
Heritage Festival	1.03	549.88			
Marlin & Nancy Seiders Memorial	9.66	164.57			
Playground Restricted Fund					
Memorial Park @ Playground	0.00	-169.74			
Playground Restricted Fund - Other	2.76	1,331.77			
<b>Total Playground Restricted Fund</b>	<u>2.76</u>	<u>1,162.03</u>			<u>2,600.00</u>
<b>Total Restricted Funds</b>	<u>13.45</u>	<u>1,876.48</u>			
<b>Total Other Income</b>	<u>13.45</u>	<u>1,876.48</u>			
<b>Net Other Income</b>	<u>13.45</u>	<u>1,876.48</u>	<u>0.00</u>	<u>1,876.48</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>-15,881.76</u></u>	<u><u>50,167.18</u></u>	<u><u>10,223.00</u></u>	<u><u>39,944.18</u></u>	<u><u>490.73%</u></u>

### General Fund Balances



#### Restricted Fund Balances

Heritage Festival Fund	\$5,828	
Marlin & Nancy Seiders Fund	\$40,275	
Playground Improvement Fund	\$15,055	\$170 of this amount is reserved for plantings

#### Late Accounts

As of 1-Dec-11

		2010		2011	Total
Property Assessments	(1)	\$1,716.00	(7)	\$11,050.50	\$12,766.50
Rentals		\$0.00		\$0.00	\$0.00
Misc.		\$0.00		\$0.00	\$0.00
				\$12,766.50	