

Table of Contents

June Agenda	2
3a. May 21 2024 Draft Minutes	3
4a. Treasurer's Report	6
May Balance Sheet	6
New Bookmark	6
May Income/Expense	7
YTD Budget vs Actual	8
May Fund Balances	10
6b. June B&G Meeting Notes	11
6h. Library Committee Report	13



MONTHLY MEETING AGENDA

Tuesday, June 18, 2024 ▪ Time, 6:30 pm
Recorded ZOOM™ Session

Sign in Reminder, Mic Reminder

- | | |
|---|------------|
| 1. CALL TO ORDER | P. Wilmsen |
| 2. ROLL CALL | M. Lloyd |
| 3. Approval of Minutes | |
| a. May Board Meeting (Attached) | P. Wilmsen |
| 4. PRESIDENT'S REPORT | P. Wilmsen |
| a. President's Report | |
| 5. TREASURER'S REPORT | |
| a. May Income, Expense, and YTD Budget Reports (Attached) | K. Burd |
| 6. COMMITTEE REPORTS | |
| a. Archive Committee | D. Miller |
| b. Buildings & Grounds (Attached) | M. Bojanic |
| i. Building Permits - (None) | |
| c. Communications Committee | K. Wells |
| d. Community Activities/Recreation Committee | K. Wells |
| e. Executive Committee Report | P. Wilmsen |
| f. Finance Committee Report | K. Burd |
| g. Grants & Funding Committee | T. Marting |
| h. Library Committee | S. Marisic |
| i. Nominating Committee | E. Mefferd |
| j. Policy & Procedure Committee | T. Martin |
| k. Property Ownership Committee | K. Burd |
| l. Tabernacle Association | T. Martin |
| m. Tree Health & Maintenance Committee | P. Wilmsen |
| i. Tree Removal Permits - (None) | |
| 7. UNFINISHED BUSINESS | |
| a. | |
| 8. NEW BUSINESS | |
| a. Officer at Large | |
| b. Office Funding | |
| c. Charter - State Filing Explanation | |
| 9. MGCA MEMBER OPEN FORUM | |
| 10. ADJOURNMENT | P. Wilmsen |



Tuesday, May 21, 2024

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, May 21, 2024, via Zoom Webinar, Pat Wilmsen presided.

A quorum was present including the following: Ann Bering, Miles Bojanic, Kevin Burd, Joe Lamont, George Leyh, Marcie Lloyd, Ted Martin, Esther Mefferd, Jeff Minnich, Kevin Wells, and Pat Wilmsen.

12 households attended via Zoom.

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

Pat Wilmsen called the meeting to order at 8:30 p.m. Marcie Lloyd conducted the roll call.

2) **Approval of Minutes**

Since the Minutes of the April Board meeting were distributed to Board members prior to the time of this regular monthly meeting, the reading of the Minutes was dispensed with and the April 16, 2024 minutes were approved on a motion by Esther Mefferd. The motion was seconded by Jeff Minnich and passed with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor.

3) **President's Report**

Because of the Special meeting held earlier on May 21, committee reports were submitted prior to the meeting and made available to the Board and to the Membership.

4) **Treasurer's Report**

- a) The April balance sheet, income/expense report, budget year-end report, and fund/project report were shared with the Board prior to the meeting.
- b) 79% of the 240 2024 assessments have been paid. They are due by June 30 to avoid late fees.
- c) The final payment has been made to HRG for the Water Tower Project. Last month, it was reported that loan payments would start in September. Due to the loan closure, the loan payments began on May 1, 2024.
- d) Of note in our Year-to-Date expenses, Professional fees are at 48% of budget with legal fees at 72% of budget. If these items exceed budgeted amounts, the Finance Committee will need to develop a plan to cover these overages.
- e) Fund/Class Activity:
 - (1) The Tree Fund purchased items for the Community Garden.
 - (2) The Building Fund paid for repair work to some of the rental garages.

5) **Committee Reports**

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

- (1) The B&G May meeting report was made available to the Board and to the Membership prior to the evening's meeting.
- (2) Ad-Hoc Tree Health & Maintenance Committee – Pat Wilmsen
 - (a) The Tree Committee recommends approval of the Tree Removal Permit Application submitted by 307 3rd Street.

b) **Communications Committee – Kevin Wells & Marcie Lloyd**

- (1) No report.

c) **Community Activities & Recreation Committees – Kevin Wells & Marcie Lloyd**

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

The Library is set to reopen on memorial Day weekend. Thanks to many volunteers we will be open every day except Memorial Day, Fourth of July, Art Show weekend, and Labor Day. There are 9 book reviews scheduled for Monday evenings and Children's Activities on Wednesday mornings in



July and August. Please check for details on the Library Facebook page or pick up fliers at the Saturday afternoon community event at the Hall of philosophy on Memorial Day weekend.

d) Executive Committee

No report

(1) Ad-Hoc Archives Committee – Don Miller

No report.

(2) Ad-Hoc Policy & Procedure Committee – Ted Martin

No report.

(3) Ad-Hoc Grants & Funding Committee – Ted Martin

No report.

e) Finance Committee – Kevin Burd

Preliminary work has begun on the 2025 budget for the Campmeeting.

f) Nominations Committee – Esther Mefferd

No report.

g) Property Ownership Committee – Kevin Burd

(1) There has been one property transfers since the last regular board meeting.

(2) Of the 72 short-term rental permits permitted by Rule 20 and the associated policy, 44 permits have been issued to date or 61% of the permits.

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

No report.

6) Unfinished Business

None.

7) New Business

a) The results of the Bylaw vote:

Yes votes: 86

No votes: 33

The motion passed.

b) Miles Bojanic made a motion that the tree removal permit submitted by 307 3rd Street to remove a dead tree at their expense and as indicated by the photos attached to their tree removal permit application be approved. The motion was seconded by Jeff Minnich and passed with Bering, Bojanic, Burd, Lamont, Leyh, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor.

8) Community Comment

George Leyh asked if some of the building projects proposed for the Pump House and Water Tower should have been performed by the contractors building the tank. Pat Wilmsen and Miles Bojanic stated that these projects were not required as part of the water tower project, nor were they part of the project specifications. They are projects proposed by our Certified Water Operator to improve our process and potentially save money in the future.

9) Adjournment

The meeting adjourned at 8:39 p.m. on a motion by Jeff Minnich, seconded by Marcie Lloyd and passed unanimously.

The next regular meeting will be held Tuesday, June 18, 2024, at 6:30 p.m.

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



In attendance:

Members on Zoom:

Jim & Linda Campbell, 402 Glossbrenner Ave
Sue Engle, 705 1st St
Frank Herrmann, 205 Glossbrenner Ave
Ron Hontz, 309 7th St
Bill & Joy Linton, 211 7th St
Doug Lorenzen & Pam Bishop, 503 1st St

Larry McKenna, 309 Mills Ave

Don Miller, 610 4th St
Christine Slotznick, 507 3rd St
Ken Stoltzfus, 212 Boehm Ave
Bob Travitz, 502 2nd St
Jan Wolff, 211 8th St

Attachments:

None

DRAFT

Secretary

Chairman

**Mount Gretna Campmeeting
Balance Sheet
As of May 31, 2024**

Cash Basis

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Checking Account - Jonestown	74,484
ICS Shadow	842,993
JBT CD Water Tower	156,772
PV Pass Through	10,684
Total Checking/Savings	1,084,934
Accounts Receivable	
Accounts Receivable	154
Total Accounts Receivable	154
Other Current Assets	
Inventory Asset	
MGCA Historical Plaque	984
Total Inventory Asset	984
Undeposited Funds	500
Total Other Current Assets	1,484
Total Current Assets	1,086,572
TOTAL ASSETS	1,086,572
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	1,774
Other Current Liabilities	
Payroll Liabilities	506
Total Other Current Liabilities	506
Total Current Liabilities	2,280
Total Liabilities	2,280
Equity	
Net Assets- Temp. Restricted	
Net Assets- Temp Rest Playgroun	16,884
Net Assets- Temp. Restricted - Other	6,377
Total Net Assets- Temp. Restricted	23,261
Net Assets-Designated	130,915
Net Assets-Undesignated	146,881
Retained Earnings	410,061
Net Income	373,174
Total Equity	1,084,292
TOTAL LIABILITIES & EQUITY	1,086,572

Mount Gretna Campmeeting Income & Expense May 2024

Cash Basis

	Community Maintenance	Overhead	TOTAL
Ordinary Income/Expense			
Income			
Assessments			
Home	6,760	0	6,760
Total Assessments	6,760	0	6,760
Interest Income	0	1,122	1,122
Miscellaneous Receipts	69	0	69
Rental Permit Fee	150	0	150
Rentals			
Parking	852	0	852
Pavilion/Kitchen	100	0	100
Security Deposits	50	0	50
Storage Sheds	525	0	525
Total Rentals	1,527	0	1,527
Total Income	8,507	1,122	9,629
Gross Profit	8,507	1,122	9,629
Expense			
Administrative costs	0	996	996
Buildings & Grounds			
Maintenance Expense	1,076	0	1,076
Operating Expense			
Dues & Subscriptions	2	0	2
Electric	170	0	170
Fuel & Oil	301	0	301
General Supplies	232	0	232
Grounds Maintenance	572	0	572
Painting	57	0	57
Pest Control	334	0	334
Registration & Inspection	815	0	815
Total Operating Expense	2,483	0	2,483
Utilities			
Garbage	5,602	0	5,602
Sewer	189	0	189
Street Lights	2,155	0	2,155
Water Production	8,491	0	8,491
Total Utilities	16,437	0	16,437
Total Buildings & Grounds	19,996	0	19,996
Personnel	6,324	5,065	11,388
Professional Fees			
Legal Fees	0	1,945	1,945
Total Professional Fees	0	1,945	1,945
Total Expense	26,319	8,005	34,325
Net Ordinary Income	-17,813	-6,883	-24,696
Net Income	-17,813	-6,883	-24,696

Mount Gretna Campmeeting Income & Expense Budget vs. Actual

January through May 2024

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - May 24	Budget	% of Budget	Jan - May 24	Budget	% of Budget	Jan - May 24	Budget	% of Budget
Ordinary Income/Expense									
Income									
Assessments									
Garage	4,095	4,410	93%	0			4,095	4,410	93%
Home	614,983	765,567	80%	0			614,983	765,567	80%
Total Assessments	619,078	769,977	80%	0			619,078	769,977	80%
Donations OUTSIDE MGCA ONLY	2,000			0			2,000	0	100%
Interest Income	0			4,983	6,000	83%	4,983	6,000	83%
Miscellaneous Receipts	477	500	95%	533			1,010	500	202%
Rental Permit Fee	150	3,900	4%	0			150	3,900	4%
Rentals									
Garage	16,800	16,800	100%	0			16,800	16,800	100%
Parking	4,333	2,555	170%	0			4,333	2,555	170%
Pavilion/Kitchen	175	150	117%	0			175	150	117%
Security Deposits	10			0			10	0	100%
Storage Sheds	5,025	5,196	97%	0			5,025	5,196	97%
Tabernacle	700	2,000	35%	0			700	2,000	35%
Total Rentals	27,043	26,701	101%	0			27,043	26,701	101%
Total Income	648,749	801,078	81%	5,516	6,000	92%	654,265	807,078	81%
Gross Profit	648,749	801,078	81%	5,516	6,000	92%	654,265	807,078	81%

Mount Gretna Campmeeting Income & Expense Budget vs. Actual

January through May 2024

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - May 24	Budget	% of Budget	Jan - May 24	Budget	% of Budget	Jan - May 24	Budget	% of Budget
Expense									
Administrative costs	308			8,096	13,479	60%	8,404	13,479	62%
Bank Service Charges	0			20			20	0	100%
Buildings & Grounds									
Maintenance Expense	1,395	8,100	17%	0			1,395	8,100	17%
Operating Expense									
Dues & Subscriptions	49			0			49	0	100%
Electric	985	2,655	37%	0			985	2,655	37%
Engineer & Inspections	0	2,400	0%	0			0	2,400	0%
Equipment Purchase	512	2,600	20%	0			512	2,600	20%
Fire Extinguisher Maint	0	500	0%	0			0	500	0%
Fuel & Oil	882	2,000	44%	0			882	2,000	44%
General Supplies	1,294	3,200	40%	0			1,294	3,200	40%
Grounds Maintenance	4,463	6,750	66%	0			4,463	6,750	66%
Painting	101	625	16%	0			101	625	16%
Parking & Roads	0	1,000	0%	0			0	1,000	0%
Pest Control	334	550	61%	0			334	550	61%
Registration & Inspection	815	500	163%	0			815	500	163%
Rentals	28	1,000	3%	0			28	1,000	3%
Restroom Maintenance	0	800	0%	0			0	800	0%
Snow Removal	2,975	13,650	22%	0			2,975	13,650	22%
Total Operating Expense	12,437	38,230	33%	0			12,437	38,230	33%
Utilities									
Garbage	26,155	60,440	43%	0			26,155	60,440	43%
Sewer	83,570	170,028	49%	0			83,570	170,028	49%
Street Lights	10,689	26,753	40%	0			10,689	26,753	40%
Water Production	38,228	139,613	27%	0			38,228	139,613	27%
Total Utilities	158,643	396,834	40%	0			158,643	396,834	40%
Total Buildings & Grounds	172,475	443,164	39%	0			172,475	443,164	39%
Community Activities	0	400	0%	0			0	400	0%
Community Library	121			120	500	24%	241	500	48%
Contributions - Note 2 Fin Comm	0			1,050	2,400	44%	1,050	2,400	44%
Personnel	29,113	85,270	34%	23,009	64,414	36%	52,122	149,684	35%
Professional Fees									
Accounting	0			0	3,308	0%	0	3,308	0%
Insurance	0			7,493	17,316	43%	7,493	17,316	43%
Legal Fees	0			9,097	10,000	91%	9,097	10,000	91%
Total Professional Fees	0			16,590	30,623	54%	16,590	30,623	54%
Property Taxes	0			1,530	6,510	24%	1,530	6,510	24%
Transfer to Fund/Project Net 0	124,500	124,500	100%	0			124,500	124,500	100%
Trees	3,997	35,325	11%	0			3,997	35,325	11%
Total Expense	330,513	688,659	48%	50,416	117,926	43%	380,929	806,585	47%
Net Ordinary Income	318,235	112,418	283%	-44,900	-111,926	40%	273,336	493	55,487%
Net Income	318,235	112,418	283%	-44,900	-111,926	40%	273,336	493	55,487%

Restricted & Designated Fund Activity

Restricted Funds	Balance as of 4/30/2024	Activity during: May	Balance as of 5/31/2024
Hopkins Memorial	\$697	\$0	\$697
DEP Grant	\$29,397	\$0	\$29,397
Designated Funds			
Heritage Festival	\$13,283	(\$173)	\$13,110
Library Program Fund		\$500	\$500
Operating Reserve	\$221,760	\$0	\$221,760
Seiders Fund	\$20,843	\$0	\$20,843
Survey Fund	\$6,028	(\$4,770)	\$1,259
Tree Fund	\$30,203	(\$500)	\$29,703
Capital Projects			
B&G Emergency Reserve	\$32,045	\$0	\$32,045
Buildings:			
Building: Garages.Sheds (Rentals)	\$21,900	(\$5,750)	\$16,150
Building: Library	\$5,131	\$0	\$5,131
Buildings	\$49,158	\$0	\$49,158
Total Buildings:			<u>\$70,439</u>
Equipment	\$25,000	\$0	\$25,000
Land: Heritage Park	\$17,048	\$0	\$17,048
Linear Structures	\$224,774	\$0	\$224,774
Structures: Hydrants	\$6,847	\$0	\$6,847
Structures: Entrance Pillars	\$945	\$0	\$945
Total Buildings:			<u>\$7,792</u>
Water Operations			
Water Operations: General	\$78,309	\$0	\$78,309
Water Operations: Mains	\$10,000	\$0	\$10,000
Water Operations: Pump House	\$9,889	\$0	\$9,889
Water Operations: Maintenance Program	\$13,000	\$0	\$13,000
Total Water Operations:			<u>\$111,198</u>

June 3, 2024 – Meeting Notes

Hybrid Meeting of the B&G Committee at the Mt. Gretna United Methodist Church and via Zoom teleconference.

Members of the B&G Committee present: (In person) Miles Bojanic, Nate Godfrey, Joe Lamont, Doug Lorenzen, Jeff Minnich, Ben Slotznick, (Via Zoom) Kevin Skovira, Pat Wilmsen. Debby Erb was in attendance. Excused: George Leyh, Bill Linton, Bob Rader.

Miles Bojanic, Chair, opened the meeting at 6:30 p.m.

REPORTS

Superintendent Report

Completed

- Leaf collection is finished for the spring.
- Mary Hernley's bench was placed in Magnolia Garden. However, the sponsors asked it to be moved to Dogwood Park where it would get more use. It has been moved.

In Progress

- The one-way driving direction on 8th Street was originally scheduled to be switched today, June 3, but because of the delay in the newsletter, it was decided to switch the date to June 5.

On the Horizon

- Skid loader will need to be replaced soon. Miles and Nate are looking for a possible replacement.
- Have written an article for the June newsletter regarding the appropriate use of dumpsters. Members are leaving construction waste and throwing away debris that is not allowed. It is also possible that waste is being dropped off from outside the community. Are also having problems with Members who do not read the newsletter, Camp Connects, or watch the Superintendent videos and who don't know what the rules are.
- The B&G members discussed the possibility of a walkway to make it easier to cross from Bell Ave to Lancaster Ave. It would need the cooperation of Verizon who owns the corner lot on Bell and Pinch.

Water Operations

1. The water usage is as expected for the spring.
2. The quote from A.H. Moyer for the vertical alternate for the water tower shutoff has not yet been received. Should have the alternate quote shortly so that a decision can be made about the projects at the next meeting.
3. PA Rural Water rep, Mike Emery, was out to finish the corrections to the water line map.
4. Lead/Copper rule. The Water Service Line Inventory letter is being mailed to all cottage owners. As the survey results come in, it will be determined later what sort of follow-up methods to use for owners who do not respond.

Tree Committee, Pat Wilmsen, Chair

1. The previous week Nate had reported a tree at 7th & Otterbein to Pat that he was concerned about due to noticeable change in the tree's lean angle. Pat got an estimate from Bartlett to remove the tree. Lebanon Valley Tree Service is also going to get a proposal as will Musser's Tree Service.
2. A Red Bud memorial tree located near Bell Ave died and will be replaced in the fall.
3. The trees planted for Earth Day in 2023 planted near the creek are doing well.

Building Permit Application Review

1. No permits submitted. No pending permits.

MGCA Active Projects/Old Business

1. **Stone Wall/Fence on Mills and Pinch.** Pat reported that the Executive Committee sent a registered letter to the owner letting them know their wall had become a fence and was breaking the rule. The Member attempted to contact Pat, but after multiple attempts, Pat has not been able to contact owner in return. The committee discussed what the next step would be. They agreed that Miles should reach out to West Cornwall Township about any possible ordinances that may apply.
2. **Water Tower Art Wrap.** The final art is being worked on. The goal is to have it up by the Art Show.
3. **Parking.** The survey of the Carter parking lot area is complete and recorded at the Court House. Will monitor the parking situation throughout the summer to see if further work is necessary to maximize parking in the Carter lot. Nate has painted parking lines in the lot and think they added more spaces. The Hideaway has already painted parking lines on the Kaufmann Ave. parking lot. Pat reported that the Hideaway owner said they would paint lines on any of our parking lots. Pat and Miles met with the owner of The Hideaway. They agreed that the Hideaway would pay \$500 per month for the shared use of the parking lot; parking will be on a first-come basis for MGCA Members and Hideaway guests.
4. **Library** – Miles had the library and several other buildings tested for lead paint by an EPA Certified Vendor. They all tested positive, however, there will be a workable solution that will not add considerable expense to painting requirements.
5. **Edwards Wall** – By reviewing the Lebanon County tax map, it was determined that the wall built off Edwards Ave. and discussed at last month's meeting is on the owner's property, not Campmeeting property.

New Business

1. **Tabernacle Fans** – The MGTA asked the B&G to investigate installing more powerful fans. The proposal for the work is \$39,476. The committee agreed that if the MGTA wanted to move forward with the project, they would need to raise the money. After the summer, Miles will talk with the MGTA about Tabernacle projects and discuss priorities, cost, and fundraising with them.
2. **Tabernacle Lighting** – When Dourte Electric did their annual inspection of the Tabernacle lighting, they suggested moving to LED lights which would lessen the heat being given off by the current lights. Converting the lights would not be expensive.
3. **Violette Cassel Room** – There are 3 windows in the Violette Cassel room that need to be repaired or replaced. Will get estimates and present to the Tabernacle Association.
4. **Pinch Rd. overgrowth** – Miles asked Kevin Skovira to contact PennDOT regarding vegetation overgrowth at the end of Batdorf Avenue and the work order for the repairs along Pinch Rd.

Adjourn 7:41 p.m.

Attachments: None

Library Committee – June Report

Thanks to the dedication of the Building and Grounds committee and the Library Committee our Library was able to open for the 2024 season and has been serving patrons every day with the exception of the actual Memorial Day holiday. The building and surrounding grounds look wonderful. We have had two Book Reviews with more than 20 people attending each one. We look forward to an exciting season with more reviews and upcoming special programs for children.