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Board of Managers

JUNE MEETING AGENDA

Tuesday, June 17, 2025 ▪ Time, 6:30 p.m.

In-person and recorded ZOOM™ Session

Sign in Reminder, Mic Reminder

1. **CALL TO ORDER** P. Wilmsen
2. **ROLL CALL** M. Lloyd
3. **Approval of Minutes** M. Lloyd
 - a. May Board Meeting (Attached)
4. **SECRETARY'S REPORT** M. Lloyd
5. **PRESIDENT'S REPORT** (No Report) P. Wilmsen
6. **TREASURER'S REPORT**
 - a. May Financial Reports (Attached) K. Burd
7. **COMMITTEE REPORTS**
 - a. Finance Committee Report K. Burd
 - b. Property Ownership Committee (Attached) K. Burd
 - c. Executive Committee (Attached)
 - i. MGCA Garage Deed Combination
 - d. Tree Health & Maintenance Committee (Attached) P. Wilmsen
 - i. Tree Removal Permit, 301 Bell (Attached)
 - e. Buildings & Grounds M. Bojanic
 - i. June B&G Meeting Notes (Attached)
 - f. Communications Committee K. Wells
 - g. Grants & Funding Committee T. Martin
 - h. Policy & Procedure Committee T. Martin
 - i. Tabernacle Association T. Martin
 - j. Nominating Committee E. Mefferd
 - k. Community Activities/Recreation Committee N. Godfrey
 - l. Library Committee S. Marisic
 - m. Archive Committee (No Report) D. Miller
8. **OLD BUSINESS**
9. **NEW BUSINESS**
 - a. Building Permit, approved by Executive Committee 6/10/25
 - b. Building Permit Pending, submitted 6/13/25 - requested to be approved earlier than Board Meeting to meet Quiet Season limitations
 - c. Tree Removal Permit, 301 Bell Avenue
 - d. Revisions to Outgoing Document Loan Policy & Form (Attached)
10. **ADJOURNMENT**

OPEN FORUM (Please Pre-Register by contacting the office and providing your Name, MGCA Cottage Address, and topic.)

Open Forum Guidelines (Attached)



Tuesday, May 20, 2025

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, May 20, 2025, in person and via Zoom Webinar, Miles Bojanic presided.

A quorum was present including the following: In person, Miles Bojanic, Marcie Lloyd, Esther Mefferd, Jeff Minnich, and Kevin Wells; via Zoom, Ann Bering, Kevin Burd, George Leyh, and Ted Martin. Joe Lamont and Pat Wilmsen ~~was-were~~ excused. ~~Joe Lamont did not attend~~

No Members attended in person and 17 Members attended via Zoom.

1) Call to Order, Miles Bojanic

Miles Bojanic called the meeting to order at 6:30 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 15, 2025 minutes were approved on a motion by Esther Mefferd. The motion was seconded by Kevin Wells and passed with Bering, Burd, Lloyd, Leyh, Martin, Mefferd, Minnich, and Wells voting in favor.

3) Secretary's Report

No report

4) President's Report

No report.

5) Treasurer's Report

- The April balance sheet, income/expense report, budget year-end report, and fund/project report were shared with the Board prior to the meeting.
- We are one-third of the way through the year. Assessments continue to come in though early pay discount period is over and assessments are now not due until the end of June. 200 Members have either paid their assessment or made payments towards their assessment.
- There were no unusual expenses. The quarterly bill to the Mt. Gretna Authority was paid in the previous month.
- Any fees associated with Resale Certificates will appear under the income line "Admin Fees Reimbursement." This line will be used to capture any other collected admin fees as well.

6) Committee Reports

a) Finance Committee – Kevin Burd

We continue to go through our collection policy. There are two unpaid 2024 assessments that ~~we~~ our legal counsel is now pursuing a sheriff sale on.

b) Property Ownership Committee – Kevin Burd

Three cottages have sold since the last meeting. Currently we have 41 short-term rental permits, or 57% of the allotted amount.

c) Executive Committee

Attached.

d) Tree Health & Maintenance

Attached.

e) 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.



f) Communications Committee – Kevin Wells & Marcie Lloyd

Now that we are approaching the busier summer months, please make sure to read the Newsletters which will be filled with activity information.

g) Grants & Funding – Ted Martin

The Mt Gretna United Methodist Church awarded \$2,000 from the Drendel Grant to the Mt Gretna Tabernacle Association for improved lighting at the Tabernacle.

h) Policy & Procedure – Ted Martin

The overhaul of the Rules was paused while the Board sent out a survey about Quiet Season and the use of leaf blowers. The results of the 201 survey responses was 135 “Yes” and 66 “No”; the yes was in favor of developing some sort of permission for leaf blowing during Quiet Season. The Board intends to come together to revise this rule ~~as the Board~~. Because there are 2 public readings required, the rule revisions could not be made for this summer season, ~~and so~~ therefore the Board will recommence work on Rules revisions in the fall.

i) Tabernacle Association – Ted Martin, Esther Mefferd

The MGTA will be meeting on May 29th.

Ted thanked all the volunteers who showed up to help clean the Tabernacle in order to open it for the season.

j) Nominations Committee – Esther Mefferd

No report.

k) Community Activities & Recreation Committees – Nate Godfrey

No report.

l) Library Committee – Sally Marisic

Marcie Lloyd reported that ~~they~~ the library opens May 24. There are many activities planned for the summer and new activities planned for children.

m) Archive Committee – Don Miller

The committee has been working to scan previously unscanned documents to add to our searchable database.

The committee is also reading through scanned minutes to create a condensed history of information of historical and practical interest for reference.

The minutes from the 1890s through 1940s were written in cursive in bound books. While these books have been scanned and are available electronically, they are not searchable. Campmeeting Member Barb Latz has been reading through these minutes and typing them out so that the documents will be searchable.

Committee Member Margaret Hopkins is doing a research project to see if the changes to the Charter, Bylaws, and Rules over time reflect broader changes in the political and social environments.

7) Unfinished Business

- a) None.

8) New Business

- a) In that Pat Wilmsen, when serving as President, does not vote for any matter unless it is to break a tie, I, Marcie Lloyd, make a motion to amend the minutes dated January 21, 2025 and February 18, 2025 to reflect that Pat Wilmsen did not vote for any of the resolutions presented or reported on during those MGCA Board Meetings. Jeff Minnich seconded the motion. There was no discussion, and the motion passed with Bering, Burd, Lloyd, Leyh, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution #2025.05.20-01.



- b) I, Jeff Minnich, make a motion to use \$5,460 from the Water Main Fund and \$11,385 from the B&G Emergency Fund to pay for asphalt work related to recent water and sewer line work. The Emergency Fund portion is related to an emergency repair to Verizon's sewer lateral and is being billed to Verizon. Once we are reimbursed, the funds will be returned to the B&G Emergency Fund. Marcie Lloyd seconded the motion. There was no discussion, and the motion passed with Bering, Burd, Lloyd, Leyh, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution #2025.05.20-02.
- c) I, Jeff Minnich, make a motion to extend the deadline of the Petry Building Permit for 714 3rd St. previously approved for the installation of a wood deck above the existing outdoor porch, from 05/16/2024 to 11/30/2025. Kevin Wells seconded the motion. There was no discussion, and the motion passed with Bering, Burd, Lloyd, Leyh, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution #2025.05.20-03.
- d) I, Jeff Minnich, make a motion to adopt the revisions proposed to the Easement Policy. Marcie Lloyd seconded the motion. There was no discussion, and the motion passed with Bering, Burd, Lloyd, Leyh, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution #2025.05.20-04.

9) Adjournment

The meeting adjourned at 6:50 p.m. on a motion by Marcie Lloyd, seconded by Esther Mefferd and passed unanimously.

The next regular meeting will be held Tuesday, June 17, 2025, at 6:30 p.m.

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

In attendance:

Members in Person:

None

Members on Zoom:

Andy Berfond, 204 Edwards Ave

Joe Bering, 305 8th St

Pam Bishop, 503 1st St

Pat Brosious, 203 Boehm Ave

Linda Campbell, 402 Glossbrenner Ave

Rebecca Finkenaure, 107 6th St

Paul & Tammy Friendshuh, 209 Mills Ave

Jeffrey Hazel, 602 Kephart Ave

Peggy Lichty, 205 Castle Ave

Bill Linton, 211 7th St

Dave Lloyd, 403 1st St

Don Miller, 610 4th St

Diane Neff, 305 1st St

Robert Rader, 501 6th St

Christine Slotznick, 507 3rd St

Tammy Travitz, 502 2nd St

Scott Zellers, Garage 1st St

Attachments:

None

Secretary

Chairman

Mount Gretna Campmeeting

Balance Sheet

As of May 31, 2025

Cash Basis

	May 31, 25
ASSETS	
Current Assets	
Checking/Savings	
Checking Account - Jonestown	56,556
Shadow	279,337
JBT CD Water Tower	160,098
JBT CD 2025.03.14	503,289
PV Pass Through	8,815
Total Checking/Savings	1,008,095
Accounts Receivable	
Accounts Receivable	-146
Total Accounts Receivable	-146
Other Current Assets	
Inventory Asset	
MGCA Historical Plaque	676
Total Inventory Asset	676
Undeposited Funds	95
Total Other Current Assets	771
Total Current Assets	1,008,720
TOTAL ASSETS	1,008,720
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-5,227
Credit Cards	
JBT CC	12
Lowe's Credit Card	72
Total Credit Cards	84
Other Current Liabilities	
Payroll Liabilities	191
Total Other Current Liabilities	191
Total Current Liabilities	-4,952
Total Liabilities	-4,952
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	576,128
Net Income	136,488
Total Equity	1,013,672
TOTAL LIABILITIES & EQUITY	1,008,720

Mount Gretna Campmeeting

Income & Expense

May 2025

Cash Basis

	Community Maintenance	Overhead	TOTAL
Ordinary Income/Expense			
Income			
Admin Fee Reimbursement	0	400	400
Assessments			
Home	26,709	0	26,709
Total Assessments	26,709	0	26,709
Community Activities Income	1,837	0	1,837
Interest Income	0	2,008	2,008
Miscellaneous Receipts	-273	100	-173
Rentals			
Garage	117	0	117
Parking	250	0	250
Pavilion/Kitchen	150	0	150
Total Rentals	517	0	517
Total Income	28,789	2,508	31,297
Gross Profit	28,789	2,508	31,297
Expense			
Administrative costs	-2	2,308	2,306
Buildings & Grounds			
Maintenance Expense	4,903	0	4,903
Operating Expense			
Electric	185	0	185
Engineer & Inspections	74	0	74
Equipment Purchase	1,577	0	1,577
Fuel & Oil	131	0	131
General Supplies	11	0	11
Grounds Maintenance	602	0	602
Parking & Roads	2,000	0	2,000
Restroom Maintenance	85	0	85
Total Operating Expense	4,664	0	4,664
Total Buildings & Grounds	9,567	0	9,567
Utilities (B&G)			
Garbage	11,086	0	11,086
Sewer	210	0	210
Street Lights	2,245	0	2,245
Water Rate			
Loan Repayment	7,156	0	7,156
Water Production	2,466	0	2,466
Total Water Rate	9,622	0	9,622
Total Utilities (B&G)	23,163	0	23,163
Community Activities	99	0	99
Community Library	28	0	28
Personnel	6,181	5,430	11,611
Trees	7,333	0	7,333
Total Expense	46,369	7,738	54,107
Net Ordinary Income	-17,580	-5,230	-22,810
Net Income	-17,580	-5,230	-22,810

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January through May 2025

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - M...	Budget	% of B...	Jan - M...	Budget	% of B...	Jan - M...	Budget	% of B...
Ordinary Income/Expense									
Income									
Admin Fee Reimbursement	0			1,400			1,400	0	100%
Assessments									
Garage	3,876	4,520	86%	0			3,876	4,520	86%
Home	636,832	787,080	81%	0			636,832	787,080	81%
Penalties	32			60			92	0	100%
Prior Year Assessment Payments	4,454			0			4,454	0	100%
Total Assessments	<u>645,194</u>	<u>791,600</u>	<u>82%</u>	<u>60</u>			<u>645,254</u>	<u>791,600</u>	<u>82%</u>
Community Activities Income	1,837			0			1,837	0	100%
Interest Income	0	0	0%	6,171	10,000	62%	6,171	10,000	62%
Miscellaneous Receipts	-273			532	500	106%	259	500	52%
R&R Fines	0			100			100	0	100%
Rental Permit Fee	450	3,375	13%	0			450	3,375	13%
Rentals									
Kauffman Parking Lot	6,000	6,000	100%	0			6,000	6,000	100%
Garage	15,983	16,800	95%	0			15,983	16,800	95%
Parking	6,412	6,000	107%	0			6,412	6,000	107%
Pavilion/Kitchen	350	300	117%	0			350	300	117%
Security Deposits	-50			0			-50	0	100%
Storage Sheds	5,400	5,400	100%	0			5,400	5,400	100%
Tabernacle	0	1,875	0%	0			0	1,875	0%
Total Rentals	<u>34,095</u>	<u>36,375</u>	<u>94%</u>	<u>0</u>			<u>34,095</u>	<u>36,375</u>	<u>94%</u>
Total Income	<u>681,303</u>	<u>831,350</u>	<u>82%</u>	<u>8,263</u>	<u>10,500</u>	<u>79%</u>	<u>689,566</u>	<u>841,850</u>	<u>82%</u>
Gross Profit	<u>681,303</u>	<u>831,350</u>	<u>82%</u>	<u>8,263</u>	<u>10,500</u>	<u>79%</u>	<u>689,566</u>	<u>841,850</u>	<u>82%</u>

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January through May 2025

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - M...	Budget	% of B...	Jan - M...	Budget	% of B...	Jan - M...	Budget	% of B...
Expense									
Administrative costs	-2			8,197	20,275	40%	8,195	20,275	40%
Buildings & Grounds									
Maintenance Expense	5,669	10,000	57%	0			5,669	10,000	57%
Operating Expense									
Dues & Subscriptions	18			0			18	0	100%
Electric	877			0			877	0	100%
Engineer & Inspections	74			0			74	0	100%
Equipment Purchase	1,577			0			1,577	0	100%
Fuel & Oil	943			0			943	0	100%
General Supplies	1,208			0			1,208	0	100%
Grounds Maintenance	733			0			733	0	100%
Parking & Roads	2,000			0			2,000	0	100%
Restroom Maintenance	138			0			138	0	100%
Snow Removal	5,440			0			5,440	0	100%
Operating Expense - Other	0	40,000	0%	0			0	40,000	0%
Total Operating Expense	<u>13,007</u>	<u>40,000</u>	<u>33%</u>	<u>0</u>			<u>13,007</u>	<u>40,000</u>	<u>33%</u>
Total Buildings & Grounds	<u>18,676</u>	<u>50,000</u>	<u>37%</u>	<u>0</u>			<u>18,676</u>	<u>50,000</u>	<u>37%</u>
Utilities (B&G)									
Garbage	28,899	67,013	43%	0			28,899	67,013	43%
Sewer	90,101	183,185	49%	0			90,101	183,185	49%
Street Lights	10,851	28,091	39%	0			10,851	28,091	39%
Water Rate									
Loan Repayment	35,779	85,920	42%	0			35,779	85,920	42%
Water Production	24,484	64,080	38%	0			24,484	64,080	38%
Total Water Rate	<u>60,263</u>	<u>150,000</u>	<u>40%</u>	<u>0</u>			<u>60,263</u>	<u>150,000</u>	<u>40%</u>
Total Utilities (B&G)	<u>190,113</u>	<u>428,289</u>	<u>44%</u>	<u>0</u>			<u>190,113</u>	<u>428,289</u>	<u>44%</u>
Community Activities	2,243	2,400	93%	0			2,243	2,400	93%
Community Library	411	500	82%	0			411	500	82%
Contributions - Note 2 Fin Comm	0			1,300	2,500	52%	1,300	2,500	52%
Personnel	31,086	93,125	33%	28,581	66,738	43%	59,666	159,863	37%
Professional Fees									
Accounting	0			80	3,450	2%	80	3,450	2%
Insurance	0			9,303	16,891	55%	9,303	16,891	55%

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January through May 2025

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - M...	Budget	% of B...	Jan - M...	Budget	% of B...	Jan - M...	Budget	% of B...
Legal Fees	0			675	10,000	7%	675	10,000	7%
Survey	0	3,000	0%	0			0	3,000	0%
Total Professional Fees	0	3,000	0%	10,058	30,341	33%	10,058	33,341	30%
Property Taxes	600			961	6,836	14%	1,561	6,836	23%
Transfer to Fund/Project Net 0	110,000	110,000	100%	0			110,000	110,000	100%
Trees	15,717	23,483	67%	0			15,717	23,483	67%
Total Expense	368,845	710,797	52%	49,097	126,690	39%	417,941	837,487	50%
Net Ordinary Income	312,458	120,553	259%	-40,834	-116,190	35%	271,624	4,363	6,226%
Net Income	312,458	120,553	259%	-40,834	-116,190	35%	271,624	4,363	6,226%

Restricted & Designated Fund Activity

	Balance as of <u>4/30/2025</u>	Activity during: <u>May</u>	Balance as of <u>5/31/2025</u>
Restricted Funds			
Community Activities Fund	\$514	\$0	\$514
DEP Grant	\$29,397	\$0	\$29,397
Heritage Festival	\$14,002	\$0	\$14,002
Library Program Fund	\$1,394	\$100	\$1,494
Designated Funds			
Operating Reserve	\$221,760	\$0	\$221,760
Seiders Fund	\$20,843	\$0	\$20,843
Survey Fund	\$2,361	\$0	\$2,361
Tree Fund	\$45,147	(\$461)	\$44,687
Capital Projects			
B&G Emergency Reserve	\$20,660	(\$5,606)	\$15,054
Building: Garages.Sheds (Rentals)	\$31,774	\$0	\$31,774
Building: Library	\$5,131	\$0	\$5,131
Buildings	<u>\$77,213</u>	<u>\$0</u>	<u>\$77,213</u>
Total Buildings:	\$114,118		\$114,118
Equipment	\$50,000	\$0	\$50,000
Land: Heritage Park	\$17,048	\$0	\$17,048
Linear Structures	\$133,457	(\$17,398)	\$116,059
Structures	<u></u>	<u>\$0</u>	<u>\$0</u>
Total Buildings:	\$0		\$0
Water Operations			
Water Operations: General	\$9,250	\$0	\$9,250
Water Operations: Mains	\$5,460	(\$5,460)	\$0
Water Operations: Pump House	\$7,682	\$0	\$7,682
Water Operations: Maintenance Program	\$5,441	\$0	\$5,441
Water Operations: PENNVEST Principal	<u>\$66,822</u>	<u>\$0</u>	<u>\$66,822</u>
Total Water Operations:	\$94,654		\$89,194



Property Ownership Committee

Monthly Update

New Members

- We welcome the new owners of the following addresses to the Campmeeting.
 - 301 Bell Avenue
 - 211 Boehm Avenue

Rental Permits

- Of the 72 Short-Term Rental permits outlined in Rule 20 and the associated policy, **41 permits** have been issued to date, or 57% of available permits.



Mt. Gretna Campmeeting

LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES

Executive Committee Meeting
June 5, 2025

The Executive Committee unanimously agreed by consensus to hire Christian Poet as a part-time employee to work on the Buildings & Grounds team under the supervision of the Superintendent.

Executive Committee Meeting, June 10, 2025

In attendance via Zoom were: Miles Bojanic, Kevin Burd, Joe Lamont, Marcie Lloyd, and Pat Wilmsen.

Bob Travitz of 502 2nd Street submitted a building permit to replace a shed on his property with one that has a larger footprint. Bob asked the MGCA if expediting the building permit would be possible since his contractor had an unexpected opening and could start the work on June 16, 2025, the day before the Board meeting. After reviewing the application, Miles Bojanic made a motion to approve the permit, seconded by Joe Lamont, the Executive Committee agreed unanimously to approve an expedited Building Permit for 502 2nd Street as submitted by the Member. Further the Executive Committee stipulated that if the project was not finished by the start of Quiet Season, that the project would have to wait to be completed until the end of Quiet Season. **Resolution 2025.06.10-01**

Tree Committee Report

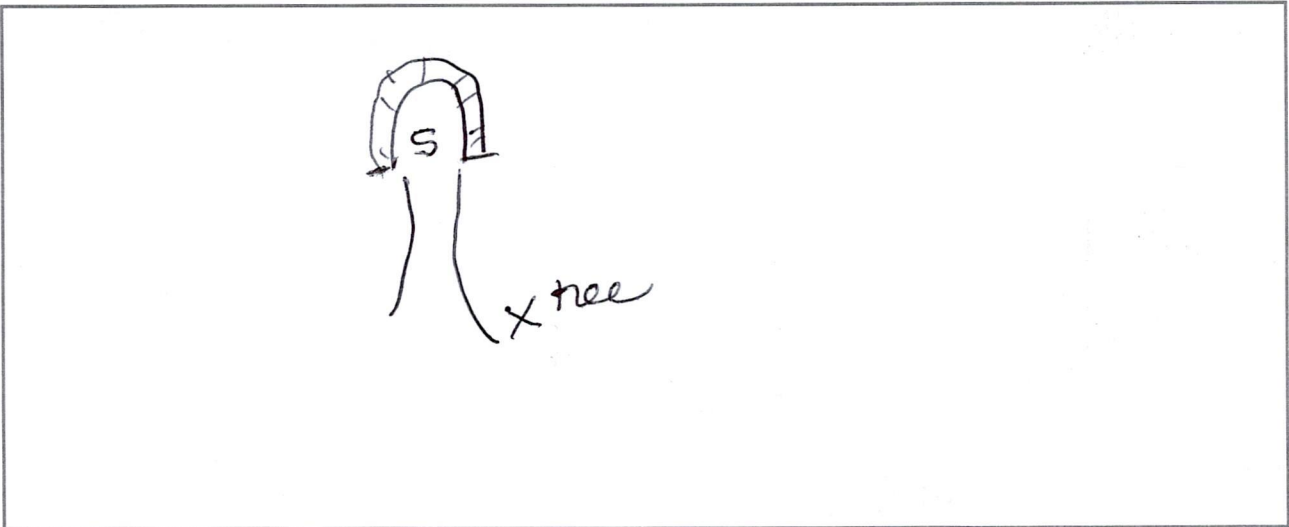
I want to thank the tree committee who has been working hard in the community garden these past couple weekends. The garden is really starting to mature.

Lancaster Tree Service was approved for removal of a dead tree at 301 Bell. They also took down several community trees that were dead during the prior month.

Submitted by Pat Wilmsen, Tree Committee Chair

Tree Removal and Replacement Permit Application

Property address of the removal 301 Bell Ave
Drawing or Plot Plan where tree is located within my property lines:



Is the tree showing signs of life: ☐ Yes ☒ No

If yes, please attach a signed certified arborist statement as to why this tree needs to come down.

Name of Certified Arborist: Lancaster Tree Service Certified Arborist License #: _____

Please attach pictures of tree to be removed.

By submitting this application, I agree that I will have the remaining stump ground and will replant a native tree that is at least five (5) feet tall. If the tree is removed between November and March, the replacement tree must be planted by the end of April, otherwise the replacement tree must be planted within 60 days of removal. If for some reason the tree cannot be replanted in the same spot, I agree to plant tree somewhere else designated by the tree committee. PW (Member initials)

If applicable explain why the tree cannot be replanted in the same spot.

There are many baby oaks around this tree, we will let one mature to replace this & plant another tree else where on the property

After approval has been granted by the Board of Managers, I will notify the Campmeeting office of the removal date at least five (5) days before the tree company arrives. PW (Member initials) *I will do my best weather is a factor*

Member Name(s): Pat Wilmsen

Mailing address 542 Pops Mill Rd Westminster Md

Phone: 443-286-5712 E-mail pwilmsen@quicksystems.net

Member Signature Patricia Wilmsen Date 6/04/25

Signature of Tree Committee Chair Patricia Wilmsen Date 6/04/25

MGCA Use Only	Lot Number: 61X 092	email vote 6/2/25 Board Meeting Date:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied
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PS he will also turn some trees on property while here



June 02, 2025 – Meeting Notes

Hybrid Meeting of the B&G Committee at the Mt. Gretna Campmeeting's Office and via Zoom teleconference.

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

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

REPORTS

Superintendent Report

- Nate reported some people were asking if the gutter would be reinstalled at the Tabernacle over the two aisle exits which had been removed for some repair work. The committee discussed and agreed that Nate would reinstall.
- Some Members suggested to Nate that a mirror be installed at the intersection of Boehm and 1st. The committee decided that this was not necessary.
- The Woodchuckers (a Mount Gretna group that raises money for Gretna projects through the sale of chopped firewood) approached Nate about a contribution to the Campmeeting. They would like to make a donation towards replacing the water fountain at the Tabernacle with a fountain/water bottle filler. That type of fountain would be around \$2-3,000 before installation. The committee discussed accepting the offer but having the installation be at the Library. The final consensus was to add it to the Library and repair the one at the Tabernacle. Nate will communicate this back to the group.
- Kaylor Plumbing was called in to repair a toilet in the Tabernacle women's bathroom.
- The Merv (HiJet) was down for over a week. The distributor cap and other parts have been replaced.
- Leaf season pickup is over. Nate is recommending that the spring leaf collection be shorter and end before Memorial Day. Will discuss again later in the year.
- Due to some Members putting out leaves outside of the collection period and organic debris that the staff do not pick up, the committee recommends expanding the Leaf Collection Policy to address all organic debris and the consequences for leaving material on the streets outside of pickup periods.
- Nate is going to add signs in the maintenance area to clearly label the debris piles. If that does not help Members to put their material in the appropriate place, other measures will be considered.
- The committee briefly discussed what additional vehicles/equipment may be needed to help the grounds staff to work more efficiently.

Water Operations

1. Water usage is still low and running well.

Building Permit Application Review

1. No pending none new

MGCA Active Projects/Old Business

1. **Projects:** The committee agreed that their top 4 project priorities are:
A water line, and working on the Batdorf water line vs the 3rd Street water line was the higher priority.
Asphalt repairs that were not minor patches but larger ones needing a contractor. Miles will ask Kevin Skovira to get quotes from paving contractors. Miles was given the names of two alternate paving contractors.
Garage repairs.
Heritage Park pavilion repairs and/or rebuild.

2. **Tabernacle Capital Improvement Projects:** Miles reported that he had met with the Mt Gretna Tabernacle Association. Part of their discussion was around the formation of a capital campaign to address all the improvement projects at the Tabernacle. This discussion will be ongoing and will include the development of a comprehensive list of repairs/improvements to the building and the surrounding grounds.
3. **Verizon Sewer Lateral:** No update.
4. **Rental Garages:** no updates.
5. **Carter Parking Lot:** oil down in near future.
6. **3rd Street Water Main:** No update.
7. **Kauffman Ditch.** Work won't be done until the fall. May fill with stone in the meantime.
8. **Pinch Road.** No update.

New Business

1. **Tabernacle:** Larry McKenna informed the Campmeeting that an anonymous donor who is an electrician wants to donate the purchase and installation of industrial fans in the Tabernacle in memory of people in the community. The donor specifically mentioned the brand name "Big Ass" fans; the same ones installed in the playhouse. The Campmeeting had received quotes from an alternate company at a significantly lower cost. It is unclear whether the donation was specific to one company's fans. Miles will investigate.

Adjourn 7:55 p.m.



Outgoing Document Loan Policy

Purpose: Policy for borrowing materials from MGCA archives and/or office

Policy: It is the policy of the MGCA to allow certain materials from its archives and office to be borrowed by persons or organizations.

Procedure:

A request to borrow materials must be presented to the Secretary of the Board of Managers or the ~~MGCA Office Manager~~ Chair of the Archive Committee -either in writing, or in person at a regular monthly meeting of the Board. If the request is to be made in person, notification must be given to the Secretary of the Board of Managers in advance in order to be placed on the agenda.

If the Board votes to approve the request to borrow materials, the borrower may elect to either:

Be escorted to the storage area at a mutually agreed upon time either by the Secretary of the MGCA, or the MGCA Office Manager, who must remain in attendance while the archive storage cabinets are unlocked, or

Have the MGCA Secretary or Office Manager pull the documents without the borrower being present.

Before transferring the materials to be borrowed, an *Outgoing Document Loan Form* must be completed and signed. One copy will be given to the borrower, one copy will be placed in the file from which the materials were borrowed, and a third copy will be kept in the MGCA office by the Office Manager.

Upon return of the materials, the *Outgoing Document Loan Form* will be updated to note the document's return. A copy of the return receipt will be provided to the borrower, the file copy of the form will be removed, and the original form will be kept on file in the MGCA office by the Office Manager.

Discretionary Power: Board of Managers

Dates: Adoption: 12/21/2010

Revision:

Rescission:

Outgoing Loan Form

Mt. Gretna Campmeeting Association
P.O. Box 428
Mount Gretna, Pennsylvania 17064
(717) 964-3040

This is to acknowledge loan of the items listed below to:

Name: _____ Request Date: _____
Address: _____
Town: _____ State: _____ Zip: _____
~~Work :~~ _____ Home : _____ Cell #: _____
Email: _____

Description:

Subject & Location: _____ Original / Copy

~~Catalog Number~~ Reason for Request:

~~Subject & Location:~~

~~Original / Copy~~

Condition of document:

Upon loan:

Signature of Above: _____ Date of Loan: _____

Campmeeting Representative Name: _____

Signature of Above: _____ Estimated Date of Return: _____

Upon return:

Received by Campmeeting Representative: _____

Return Date: _____

Rules Governing Participation in an-open Forum

From the Civility website.

1. Each Member who desires to speak at the Members Forum should call or email the MGCA Office no later than noon on the day of the meeting.
2. The request should state:
 - a. The name of the Member who would like to speak,
 - b. Their MGCA Cottage address, and
 - c. The general topic of their comment(s).
3. Each Member will be called upon to speak in the order in which they submitted their name and topic.
4. Each Member will be limited to three (3) minutes, as timed and recorded by an MGCA Board Member.
5. No Member will be allowed extra time to speak.
6. No member will be allowed to yield the floor to another person.
7. Character assassinations, foul language, and other inappropriate remarks will not be tolerated.
8. Neither the staff nor members of the board will directly address any members remarks during the Forum.
9. A Member expressing his/her concerns during his/her allotted time shall be extended the courtesy of silence.
10. Each Member will be unmuted/recognized when it is their turn to speak.
11. If a Member has additional items to be discussed following the Forum, they should contact the President, Pat Wilmsen, via email at President@MtGretnaCampmeeting.org