



Tuesday, November 17, 2015

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, November 17, 2015 in the United Methodist Church, Mt. Gretna, Pennsylvania, Mr. Lloyd presided and Margaret Hopkins acted as Secretary.

A quorum was present including the following: David Lloyd (President), George Resh (Vice-President), Sally Marisic (Treasurer), Margaret Hopkins (Secretary), Pam Bishop, Don Dale, Robin May, and Esther Mefferd. Ben Wiley was excused.

**I. Call to Order**

The Chair called the meeting to order at 6:30 PM.

**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 October Minutes were approved.

**III. Treasurer's Report**

- i. On a motion by Bishop, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers approves the October financial reports presented by Treasurer Sally Marisic.

**IV. MGCA Member Comments**

- i. Dwayne Heckert, Vice-President of the Mt. Gretna Historical Society (MGHS), and Larry Bowman, a member of the MGHS, attended the meeting. They informed the Board of a documentary about Mt. Gretna that is currently in production. This documentary will cover the history of Mt. Gretna from its inception to the current day. It is being designed to fit into a one hour time slot on tv – so approximately 47 minutes. They hope not only to preserve Mt. Gretna history in a new format, but also to promote appreciation for the area. The production of the documentary is costing \$5,500. They are raising funds to cover the cost of production and are asking the Campmeeting for a contribution of \$1,000.

**V. Strategic Planning**

**A. Buildings and Ground Committee – Don Dale, acting chair**

- i. Did not meet, nothing to report.

**B. Communications Committee – Margaret Hopkins**

- i. Newsletter assignments were distributed for winter newsletter Dec 21<sup>st</sup>.

**C. Community Activities Committee – Robin May**

- i. The committee is continuing its review for performers for next year's Heritage Festival.
- ii. Larry McKenna approached the Board about doing a benefit for Stacey Pennington. Robin is going to connect Mr. McKenna with the PA Chautauqua who are also doing fundraising in memory of Stacey and who are a 501(c)3.

**D. Finance Committee - Sally Marisic**

- i. There are three major increases to the 2016 proposed budget in comparison to 2015. The first is in the utilities category. We need to increase the amount for water testing to cover new DEP



- requirements. In addition, the 2015 budget's line for sewer only had an increase in the 2<sup>nd</sup> through 4<sup>th</sup> quarter payments. In 2016 the increase will be for all 4 quarters. The second increase is in the parks & recreation line where there is a new category for tree health. The third increase is in the maintenance line for tree trimming removal. As the Board looks forward to being proactive about protecting the canopy of trees in the Campmeeting, we must have a long term plan for these trees. This is new to this year's budget and is having a major impact. We were hoping for a \$20,000 increase for tree removal as it is estimated that it will cost 10s of thousands of dollars to remove the trees that need to be taken down and replant. However, we are beginning with a more modest budget of \$6,000 to minimize the impact on the MGCA Member and putting more of an emphasis on tree health in the budget.
- ii. Those three categories necessitate an assessment increase of \$100/member with rental prices going up 7% as well. In an effort to keep the costs down, the Committee not only lessened the amount for tree removal but is also recommending that the website development be put on hold.
  - iii. With the expense and income changes, the Campmeeting still has a balanced budget that includes savings for the 5-year capital expenditure plan that includes a 3<sup>rd</sup> Street water/sewer line project that is projected to cost over \$200,000.
  - iv. If a Board Member has any questions at all about this budget, they are requested to bring them to the Finance Committee before December 1<sup>st</sup>. The budget will be voted on at the December meeting.
  - v. The Mt. Gretna Outdoor Art Show sent a contribution of \$3,000 to the Campmeeting.
- E. Nominations Committee – Pam Bishop
- i. No report.
- F. Property Ownership Committee – Pam Bishop, acting chair
- i. Dan & Debra Brantner purchased 607 1<sup>st</sup> Street from Joan Heberling.
  - ii. Pam requested to have a local Board Member join the committee to help with settlements. Robin May volunteered to help cover Jan-Mar 2016 when Pam is gone.
- G. Parks & Recreation Committee – Margaret Hopkins
- i. The committee is investigating grant possibilities for tree health and maintenance.
  - ii. They are starting a map for stump locations to prioritize a list for stump grinding. This will provide good locations for replacement trees.
  - iii. The community garden project is on hold until the spring when we might get new bids.
- H. Tabernacle Association –
- i. Nothing to report
- I. Ad-Hoc Archives Committee – George Resh
- i. Nothing to report
- J. Ad-Hoc Policy & Procedures Committee – Pam Bishop
- i. Nothing to report
- K. Executive Committee
- i. No meeting, nothing to report.



**VI. Old Business**

- i. None

**VII. New Business**

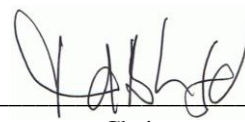
- i. The MG Chautauqua Foundation is planning a tribute to Stacey Pennington and requested our mailing list. They were told that the Campmeeting does not give out the mailing list, but would put labels on stuffed posted envelopes.
- ii. The Campmeeting is looking for new part-time employee to assist Ed.

**Adjournment**

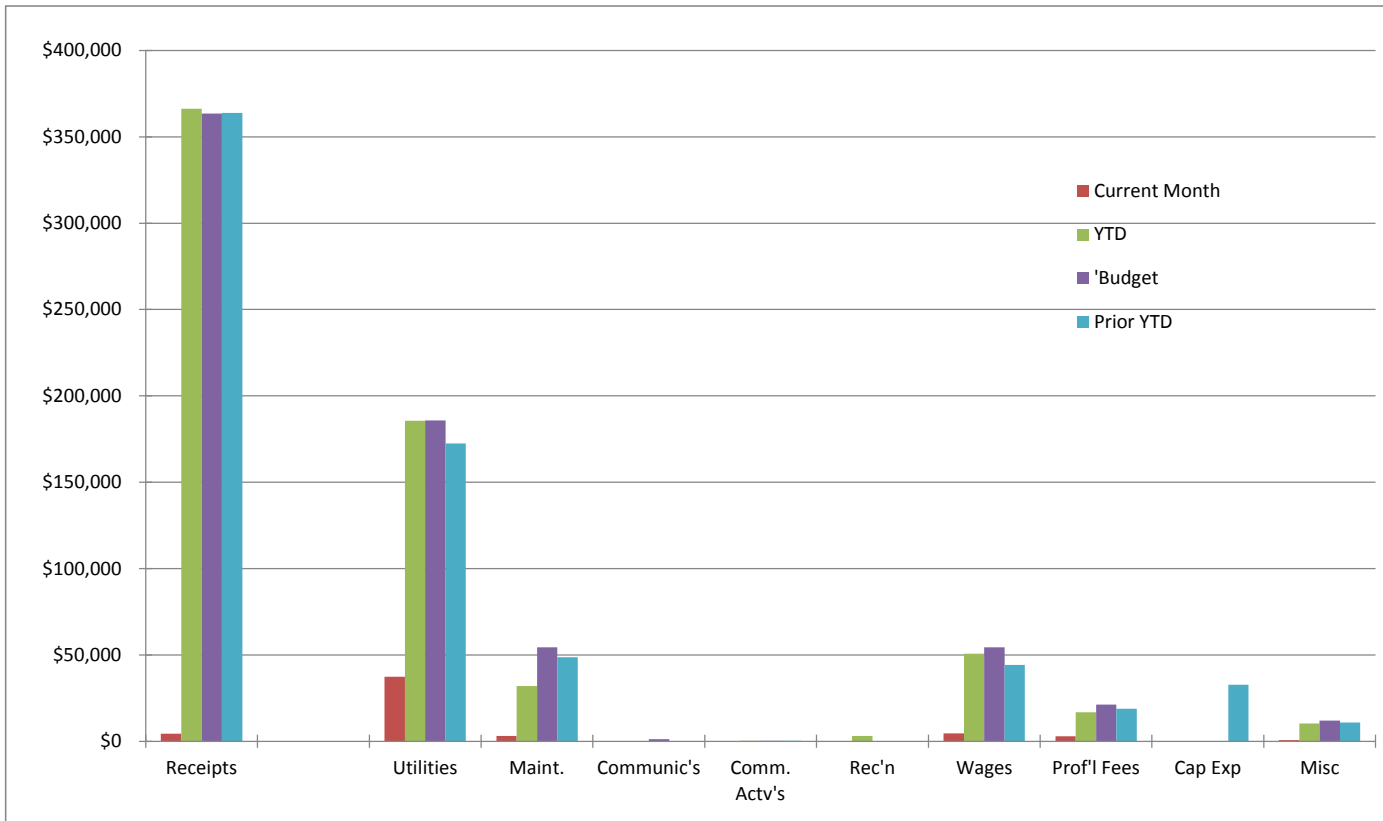
On a motion by Resh, the meeting was adjourned at 7:42 pm.

The next regular meeting will be held Tuesday, December 15<sup>th</sup> at 6:30 pm.

  
Secretary

  
Chairman

**Mt. Gretna Campmeeting Association, Inc.**  
**2015 General Fund Summary Report**



**October 2015**

<u>Cur. Mnth</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Previous Year</u>	
Actual	% of YTD	Actual	% of Bud.	Actual

<b>Income</b>								
Receipts	\$4,340	1%	\$366,242	101%	\$363,478	\$363,875	\$2,367	1%
<b>Disbursements</b>								
Utilities	\$37,283	20%	\$185,545	100%	\$185,700	\$172,462	\$13,083	8%
Maintenance	\$3,155	10%	\$32,012	59%	\$54,500	\$48,613	(\$16,601)	-34%
Communications	\$0	0%	\$152	13%	\$1,150	\$107	\$44	41%
Community Activities	\$0	0%	\$389	130%	\$300	\$255	\$134	53%
Parks & Recreation	\$0	0%	\$3,069	3069%	\$100	\$153	\$2,916	1911%
Wages and Benefits	\$4,527	9%	\$50,627	93%	\$54,400	\$44,168	\$6,459	15%
Professional Fees	\$2,990	18%	\$16,790	79%	\$21,200	\$18,822	(\$2,032)	-11%
Capital Expenses/Projects	\$0		\$0		\$0	\$32,765	(\$32,765)	-100%
Miscellaneous	\$605	6%	\$10,235	85%	\$12,025	\$10,811	(\$576)	-5%
<b>Totals</b>	<b>\$48,560</b>		<b>\$298,818</b>	<b>91%</b>	<b>\$329,375</b>	<b>\$328,157</b>	<b>(\$29,338)</b>	<b>-9%</b>
<b>Net Margin</b>	<b>(\$44,221)</b>		<b>\$67,424</b>		<b>\$34,103</b>	<b>\$35,718</b>	<b>\$31,706</b>	<b>89%</b>
								100%

**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
**January through October 2015**

Ordinary Income/Expense

Income

Assessments

Apartment

Garage

Garage Assessment Discount

Garage - Other

Total Garage

Home

Home Assessment Discounts

Home - Other

Total Home

Penalties

Total Assessments

Rentals

Garage

Garage Rental

Rental - Garage Discount

Garage - Other

Total Garage

Parking

Pavilion/Kitchen

Storage Sheds

Deposits

Rental - Storage Shed Discount

Shed Rental

Total Storage Sheds

Tabernacle

Total Rentals

Interest Income

Miscellaneous Receipts

	Oct 15	Jan - Oct 15	Budget	\$ Over Budget	% of Budget
Apartment	0.00	725.00	700.00	25.00	103.57%
Garage					
Garage Assessment Discount	0.00	-50.80	-80.00	29.20	63.5%
Garage - Other	0.00	2,730.00	2,730.00	0.00	100.0%
Total Garage	0.00	2,679.20	2,650.00	29.20	101.1%
Home					
Home Assessment Discounts	0.00	-4,799.80	-4,400.00	-399.80	109.09%
Home - Other	3,084.88	345,738.93	346,550.00	-811.07	99.77%
Total Home	3,084.88	340,939.13	342,150.00	-1,210.87	99.65%
Penalties	309.12	1,014.52	500.00	514.52	202.9%
Total Assessments	3,394.00	345,357.85	346,000.00	-642.15	99.81%
Rentals					
Garage					
Garage Rental	0.00	-49.50	9,900.00	-9,949.50	-0.5%
Rental - Garage Discount	0.00	-115.50	-150.00	34.50	77.0%
Garage - Other	0.00	9,487.50			
Total Garage	0.00	9,322.50	9,750.00	-427.50	95.62%
Parking	0.00	1,650.00	900.00	750.00	183.33%
Pavilion/Kitchen	0.00	175.00	0.00	175.00	100.0%
Storage Sheds					
Deposits	0.00	0.00			
Rental - Storage Shed Discount	0.00	-21.40	-32.00	10.60	66.88%
Shed Rental	0.00	3,210.00	3,210.00	0.00	100.0%
Total Storage Sheds	0.00	3,188.60	3,178.00	10.60	100.33%
Tabernacle	-100.00	2,050.00	1,000.00	1,050.00	205.0%
Total Rentals	-100.00	16,386.10	14,828.00	1,558.10	110.51%
Interest Income	15.64	171.42	150.00	21.42	114.28%
Miscellaneous Receipts					

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

**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
**January through October 2015**

	<u>Oct 15</u>	<u>Jan - Oct 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Historical Plaques	0.00	15.14			
Misc. Income Contributions	980.00	982.00			
Reimbursed Expenses					
Mulch, Top Soil, Stone	50.00	1,098.50			
Other Reimbursement	0.00	1,045.92			
Tabernacle Expense Reimbursemen	0.00	0.00	1,000.00	-1,000.00	0.0%
Reimbursed Expenses - Other	0.00	-75.00	1,500.00	-1,575.00	-5.0%
<b>Total Reimbursed Expenses</b>	<u>50.00</u>	<u>2,069.42</u>	<u>2,500.00</u>	<u>-430.58</u>	<u>82.78%</u>
 Total Miscellaneous Receipts	1,030.00	3,066.56	2,500.00	566.56	122.66%
 Prior Year Assessment Payments	0.00	1,260.25			
<b>Total Income</b>	<u>4,339.64</u>	<u>366,242.18</u>	<u>363,478.00</u>	<u>2,764.18</u>	<u>100.76%</u>
 Gross Profit	4,339.64	366,242.18	363,478.00	2,764.18	100.76%

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

**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
**January through October 2015**

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

B&G Committee

**Expense**

**Utilities**

Electric (Street Lights)	1,624.93	14,914.57	17,000.00	-2,085.43	87.73%
Garbage	3,033.20	33,428.75	38,500.00	-5,071.25	86.83%
Sewer	31,898.92	128,228.83	122,000.00	6,228.83	105.11%
Water	725.54	8,972.49	8,200.00	772.49	109.42%
<b>Total Utilities</b>	<b>37,282.59</b>	<b>185,544.64</b>	<b>185,700.00</b>	<b>-155.36</b>	<b>99.92%</b>

**Maintenance**

**General Maintenance**

Plantings	59.55	3,222.22			
General Maintenance - Other	622.18	2,825.13	8,500.00	-5,674.87	33.24%
<b>Total General Maintenance</b>	<b>681.73</b>	<b>6,047.35</b>	<b>8,500.00</b>	<b>-2,452.65</b>	<b>71.15%</b>

Garage Maintenance & Util's	37.48	335.71	3,200.00	-2,864.29	10.49%
Library Building Maint. & Util's	22.84	872.20	600.00	272.20	145.37%
Paving	1,180.00	1,180.00	5,000.00	-3,820.00	23.6%
Recreational Facilities Maint.	27.36	1,009.17	1,200.00	-190.83	84.1%
Sewer/Water Line Maintenance	358.75	3,319.75	5,500.00	-2,180.25	60.36%
Snow Removal	0.00	5,703.00	5,500.00	203.00	103.69%
Tabernacle Bldng Maint & Util's	405.81	6,940.44	9,500.00	-2,559.56	73.06%
Tree Removal & Trimming	0.00	2,625.00	10,000.00	-7,375.00	26.25%
Truck and Tractor Costs	440.70	3,979.53	5,500.00	-1,520.47	72.36%
Water Line Maintenance	0.00	0.00	0.00	0.00	0.0%
<b>Total Maintenance</b>	<b>3,154.67</b>	<b>32,012.15</b>	<b>54,500.00</b>	<b>-22,487.85</b>	<b>58.74%</b>

**Communications**

Newsletter	0.00	0.00	150.00	-150.00	0.0%
Web-Site	0.00	151.62	1,000.00	-848.38	15.16%
<b>Total Communications</b>	<b>0.00</b>	<b>151.62</b>	<b>1,150.00</b>	<b>-998.38</b>	<b>13.18%</b>

**Community Activities**

Picnic	0.00	389.25	300.00	89.25	129.75%
Community Activities - Other	0.00	0.00			
<b>Total Community Activities</b>	<b>0.00</b>	<b>389.25</b>	<b>300.00</b>	<b>89.25</b>	<b>129.75%</b>

Communications Committee

Activities Committee

**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
**January through October 2015**

Recreation Committee

Executive Committee

**Parks & Recreation**

Tree Health/Maintenance  
Recreational Activities & Equip

**Total Parks & Recreation**

**Wages and Benefits**

Emp CC Reimbursement  
Employee Health Insurance  
Employee Payroll Taxes  
Gross Payroll  
Payroll Expenses

**Total Wages and Benefits**

**Professional Fees**

Accounting  
Insurance  
Auto  
Bus. Catastrophe  
Commercial  
Workers Comp  
Insurance - Other

**Total Insurance**

**Legal Fees**

**Total Professional Fees**

	Oct 15	Jan - Oct 15	Budget	\$ Over Budget	% of Budget
Tree Health/Maintenance	0.00	3,068.70			
Recreational Activities & Equip	0.00	0.00	100.00	-100.00	0.0%
<b>Total Parks &amp; Recreation</b>	<b>0.00</b>	<b>3,068.70</b>	<b>100.00</b>	<b>2,968.70</b>	<b>3,068.7%</b>
<b>Wages and Benefits</b>					
Emp CC Reimbursement	0.00	0.30			
Employee Health Insurance	0.00	3,166.69	4,000.00	-833.31	79.17%
Employee Payroll Taxes	338.42	4,227.52	4,800.00	-572.48	88.07%
Gross Payroll	4,182.01	42,649.74	45,000.00	-2,350.26	94.78%
Payroll Expenses	7.00	582.64	600.00	-17.36	97.11%
<b>Total Wages and Benefits</b>	<b>4,527.43</b>	<b>50,626.89</b>	<b>54,400.00</b>	<b>-3,773.11</b>	<b>93.06%</b>
<b>Professional Fees</b>					
Accounting	2,990.00	2,990.00	3,200.00	-210.00	93.44%
Insurance					
Auto	0.00	846.00			
Bus. Catastrophe	0.00	2,204.00			
Commercial	0.00	8,244.00			
Workers Comp	0.00	2,326.00			
Insurance - Other	0.00	0.00	14,000.00	-14,000.00	0.0%
<b>Total Insurance</b>	<b>0.00</b>	<b>13,620.00</b>	<b>14,000.00</b>	<b>-380.00</b>	<b>97.29%</b>
<b>Legal Fees</b>	<b>0.00</b>	<b>180.00</b>	<b>4,000.00</b>	<b>-3,820.00</b>	<b>4.5%</b>
<b>Total Professional Fees</b>	<b>2,990.00</b>	<b>16,790.00</b>	<b>21,200.00</b>	<b>-4,410.00</b>	<b>79.2%</b>

Budget	After Special Vote \$ Over Budget	% of Budget	Special Vote
\$5,600		0.00%	<b>\$5,500</b>



**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
**January through October 2015**

Executive Committee

**Miscellaneous**

**Administrative costs**

	<u>Oct 15</u>	<u>Jan - Oct 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Banking Costs	0.00	33.00	50.00	-17.00	66.0%
Computer	0.00	135.14	200.00	-64.86	67.57%
Office Equipment/Furnishings	0.00	505.26	200.00	305.26	252.63%
Office Supplies	16.42	243.04	425.00	-181.96	57.19%
Postage and Delivery	3.14	572.19	850.00	-277.81	67.32%
Printing and Reproduction	106.22	1,092.38	1,500.00	-407.62	72.83%
Telephone	161.80	1,631.21	1,000.00	631.21	163.12%
<b>Total Administrative costs</b>	<u>287.58</u>	<u>4,212.22</u>	<u>4,225.00</u>	<u>-12.78</u>	<u>99.7%</u>

**Contributions - Note 2 Fin Comm**

	317.68	1,292.68	2,300.00	-1,007.32	56.2%
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Property Taxes	0.00	4,730.14	5,500.00	-769.86	86.0%
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<b>Total Miscellaneous</b>	<u>605.26</u>	<u>10,235.04</u>	<u>12,025.00</u>	<u>-1,789.96</u>	<u>85.12%</u>
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<b>Total Expense</b>	<u>48,559.95</u>	<u>298,818.29</u>	<u>329,375.00</u>	<u>-30,556.71</u>	<u>90.72%</u>
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<b>Net Ordinary Income</b>	-44,220.31	67,423.89	34,103.00	33,320.89	197.71%
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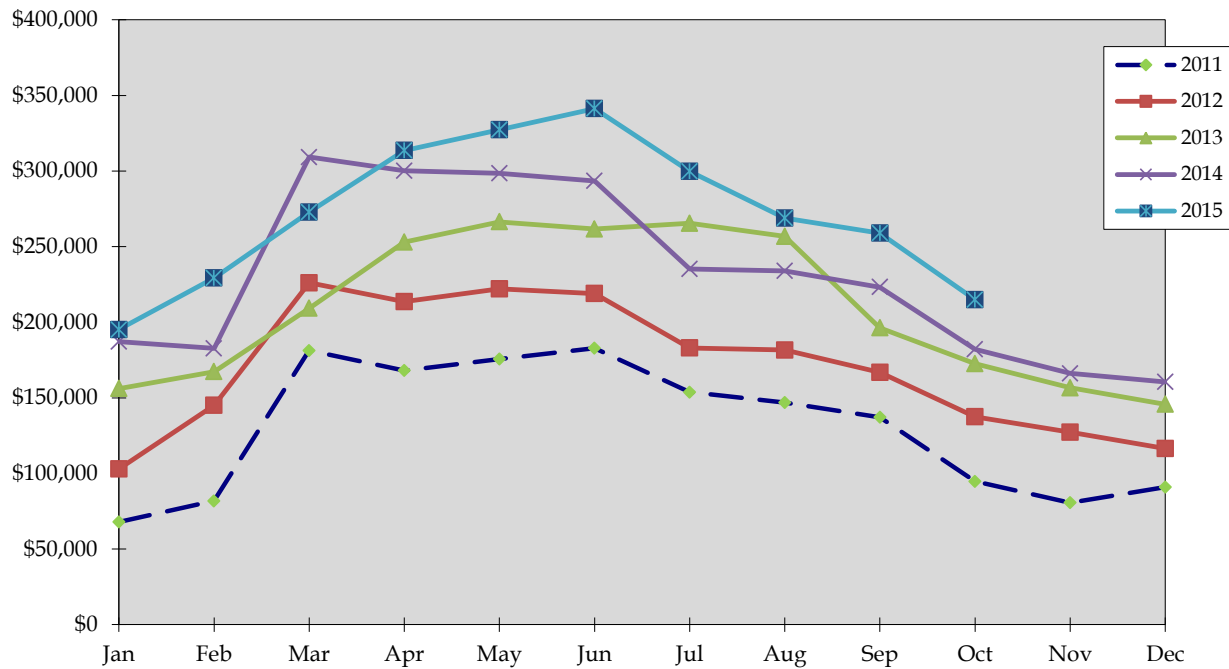
After Special Vote  
\$ Over  
Budget Budget % of Budget  
**Special  
Vote**

\$6,000 21.54% **\$500**

**Mt. Gretna Campmeeting**  
**Profit & Loss Budget vs. Actual**  
**January through October 2015**

	<u>Oct 15</u>	<u>Jan - Oct 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	After Special Vote \$ Over Budget	% of Budget	Special Vote
Other Income/Expense								
Other Income								
Designated Funds								
Capital Project Fund	0.49	0.69						
Motor Vehicle Fund (Fin Comm)	1.40	15.07						
Tree Maintenance Fund	<u>2,390.00</u>	<u>2,390.00</u>						
Total Designated Funds	<u>2,391.89</u>	<u>2,405.76</u>						
Restricted Funds								
Heritage Fest'l (Comm Act Comm)	0.09	-768.50				-\$3,200	24.02%	<b>\$3,200</b>
Marlin & Nancy Seiders Memorial								
Lois Hopkins memorials	0.00	30.00				-\$450	-6.67%	<b>\$450</b>
Marlin & Nancy Seiders Memorial - Other	<u>1.61</u>	<u>17.34</u>						
Total Marlin & Nancy Seiders Memorial	<u>1.61</u>	<u>47.34</u>						
Playground Fund (Recreatn Comm)	<u>0.36</u>	<u>566.25</u>						
Total Restricted Funds	<u>2.06</u>	<u>-154.91</u>						
Total Other Income	<u>2,393.95</u>	<u>2,250.85</u>						
Net Other Income	<u>2,393.95</u>	<u>2,250.85</u>	<u>0.00</u>	<u>2,250.85</u>	<u>100.0%</u>			
Net Income	<u><u>-41,826.36</u></u>	<u><u>69,674.74</u></u>	<u><u>34,103.00</u></u>	<u><u>35,571.74</u></u>	<u><u>204.31%</u></u>			

### General Fund Balances



#### Restricted Fund Balances

Heritage Festival Fund	\$6,074
Marlin & Nancy Seiders Fund	\$42,093
Playground Improvement Fund	\$15,621

#### Designated Fund Balances

Motor Vehicle Fund	\$39,566
Capital Project Fund	\$21,499

#### Late & Delinquent Accounts

As of 31-Oct-15

	Prior Years	2015	Total
Property Assessments	\$0.00	\$2,614.37	\$2,614.37
Rentals	\$0.00	\$0.00	\$0.00
Misc.	\$0.00	\$75.00	\$75.00
			<hr/> \$2,689.37