



Tuesday, June 21, 2016

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, June 21st, 2016 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), Margaret Hopkins (Secretary), Pam Bishop, Lisa Carr, Don Dale, Robin May, Esther Mefferd, and Ben Wiley. Sally Marisic 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 edited May Minutes were approved.

III. Treasurer's Report

- i. There is one remaining delinquency from 2015. The MGCA Members are now on a payment plan and have been meeting the agreed upon payment schedule. No further fees will be added to this account as long as the deadlines continue to be met.
- ii. On a motion by George Resh, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers approves the May financial reports presented by Treasurer Sally Marisic.

IV. MGCA Member Comments

- i. Lisa Sweeney of 307 First Street sent an e-mail to the office asking the Board to consider creating paid parking spaces within the Campmeeting owned parking lots. This request has been forwarded to the B&G Committee who will include it in their ongoing discussion of parking improvements for MGCA Members.
- ii. Carol Di Martile of 101 5th Street sent an e-mail to the office recognizing the superb work of the Superintendent of Grounds, Ed Neidigh, and wanted to extend their thanks and appreciation to Ed and his staff. Specifically they noticed how much nicer the walking paths, community gardens, and common areas appeared; they were well maintained and manicured.

V. Strategic Planning

A. Buildings and Ground Committee – Don Dale

- i. Met June 9th. 3Rs gave a quote for work on the Tabernacle. Have another quote that came in, and the B&G Committee will review all the quotes they received. A recommendation will be made at the next Board meeting. Hoping to have the work started in September/October 2016.
- ii. Playground mulch is needed, but was not in the budget.
- iii. Handicapped ramp at the library needs to be repaired and treated for mildew. This is being considered as part of a larger Library building review that is being undertaken along with the Parks & Recreation committee as well as the Ad-Hoc Library committee.



- iv. Do not have water tank estimates back yet. Are also looking at the possibility of having the tank lined instead of painted.
 - v. The B&G committee continued their discussion of how to use the Campmeeting parking lots more effectively. Several possibilities are being explored.
 - vi. John Hallahan presented his building permit application for a deck on the rear of the home to the Board of Managers. He attempted to follow protocol and submit it to the B&G Committee, but the committee had changed their meeting to an earlier week unbeknownst to Mr. Hallahan. The Board responded that they would prefer the application be reviewed by the B&G Committee first so that the committee can give their recommendation to the Board, but that in order for it to be considered, a survey would be required to show that the deck would indeed fall on property that was owned by Mr. Hallahan. The Board agreed by consensus that if the deck fell on his property and the B&G recommended approval of the application, then the Board would have no problem with it.
- B. Communications Committee – Margaret Hopkins
- i. The Newsletter is being sent out 06/22.
- C. Community Activities Committee – Robin May
- i. Made about \$80 from the “Take what you want Pay what you want” sale at the playground.
 - ii. The benefit concert put on by Larry McKenna and sponsored by the Mt. Gretna Campmeeting for the education fund for Stacey Penington’s children raised \$2,402 which has already been sent to the fund. The travel expenses (\$150) were paid for from the donations, the advertising expenses (\$115) were taken from the Heritage Festival accounts.
 - iii. On a motion by Robin May, a resolution was discussed and adopted unanimously as follows:
RESOLVED, That the MGCA Board of Managers approves the release of \$215 from the Heritage Festival Restricted Fund to pay for 2016 season advertising for the Heritage Festival.
 - iv. Robin discussed possible grill replacement options with the Board. Of the options for a stone, brick, standard grill, or pedestal grill, the Board agreed that a pedestal grill was the best option. There are two pedestal grills at the pavilion area now. The Board asked to have them removed as soon as possible, and that these two grills would be replaced with one new one. Agreed that it should be a nicer pedestal grill without a cover so that the heat wouldn’t be retained for too long. On a motion by Pam Bishop, a resolution was agreed upon unanimously: RESOLVED, That the MGCA Board of Managers release \$500 from the Heritage Park Restricted Fund to pay for a pedestal grill and its installation.
- D. Finance Committee - Sally Marisic
- i. The Finance Committee was not able to meet prior to this month’s meeting. A meeting has been scheduled for June 28th to consider the issues raised at last month’s meeting: employee hours, medical benefit compensation, and Ben Wiley’s request to consider a courtesy donation to the MGUMC.



E. Nominations Committee – Pam Bishop

- i. There are three positions on the Board that expire at the end of 2016. One of these positions is a vacancy, one is for an incumbent who will run again (Margaret Hopkins), and one is for a current Board member who will be retiring from the Board (Robin May). That leaves two vacancies and no current volunteers who have indicated an interest in running. There could be a volunteer in the next month or a nomination from the floor at the annual meeting.

F. Property Ownership Committee – Pam Bishop

- i. 404 Third Street was sold by Kim Miller to Dean and Jennifer Kantmann.
- ii. Frank Anthony's corporate entity Flippers & Keepers purchased 201 Sixth Street. This is the former Cocoon property owned by Jim and Erin Miller.
- iii. Merv & Irene Lentz sold their home at 511 6th Street to Yasmin Brown
- iv. Cheryl Dellasega purchased 305 6th Street from Jodi Dohl.

G. Parks & Recreation Committee – Margaret Hopkins

- i. On a motion by George Resh, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers approves the release of \$500 from the General Fund to the Parks & Recreation 2016 budget for wood carpet.
- ii. A new London plane tree has been planted at the edge of the community garden. A hickory seedling was moved to an open area closer to the library.
- iii. Two informal meetings with the MGCA Members have been scheduled to discuss the direction of improvements for the community garden. The dates of these meetings are announced in the newsletter and are on July 5th and July 9th.
- iv. Now that the trees are in leaf it is much easier to evaluate possible expansions around the library of either patios or decks. The Parks & Rec, B&G, and Library committee are working together to consider needs and possibilities. Included in their evaluation is the condition of the actual building as well. Many aspects of the building are in disrepair; the committees are developing a 5-year plan which will address immediate needs and long term plans for the building.
- v. There is a memorial tree in Memorial Park that is not thriving due to its needs and location. The Board agreed by consensus to have Margaret Hopkins work with the family to replace the tree and plant it at a different location.

H. Tabernacle Association – Esther Mefferd

- i. Ben Wiley reported that the Tabernacle has purchased a new Bose system to help with the sound.
- ii. Ben also reported that the Bible Festival has purchased directional signs to aid with Bible Festival traffic and parking. These signs should encourage guests to park immediately in the lot next to the roller rink without driving into the Campmeeting grounds.

I. Ad-Hoc Archives Committee – George Resh

- i. Noting to report.

J. Ad-Hoc Policy & Procedures Committee – Pam Bishop

- i. Nothing to report.



Mt. Gretna Campmeeting

LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES

K. Ad-Hoc Library Committee – Lisa Carr

- i. Reported under Parks & Rec, library building inspection.

L. Executive Committee – David Lloyd

- i. No report.

VI. Old Business

- i. None.

VII. New Business

- i. None.

Adjournment

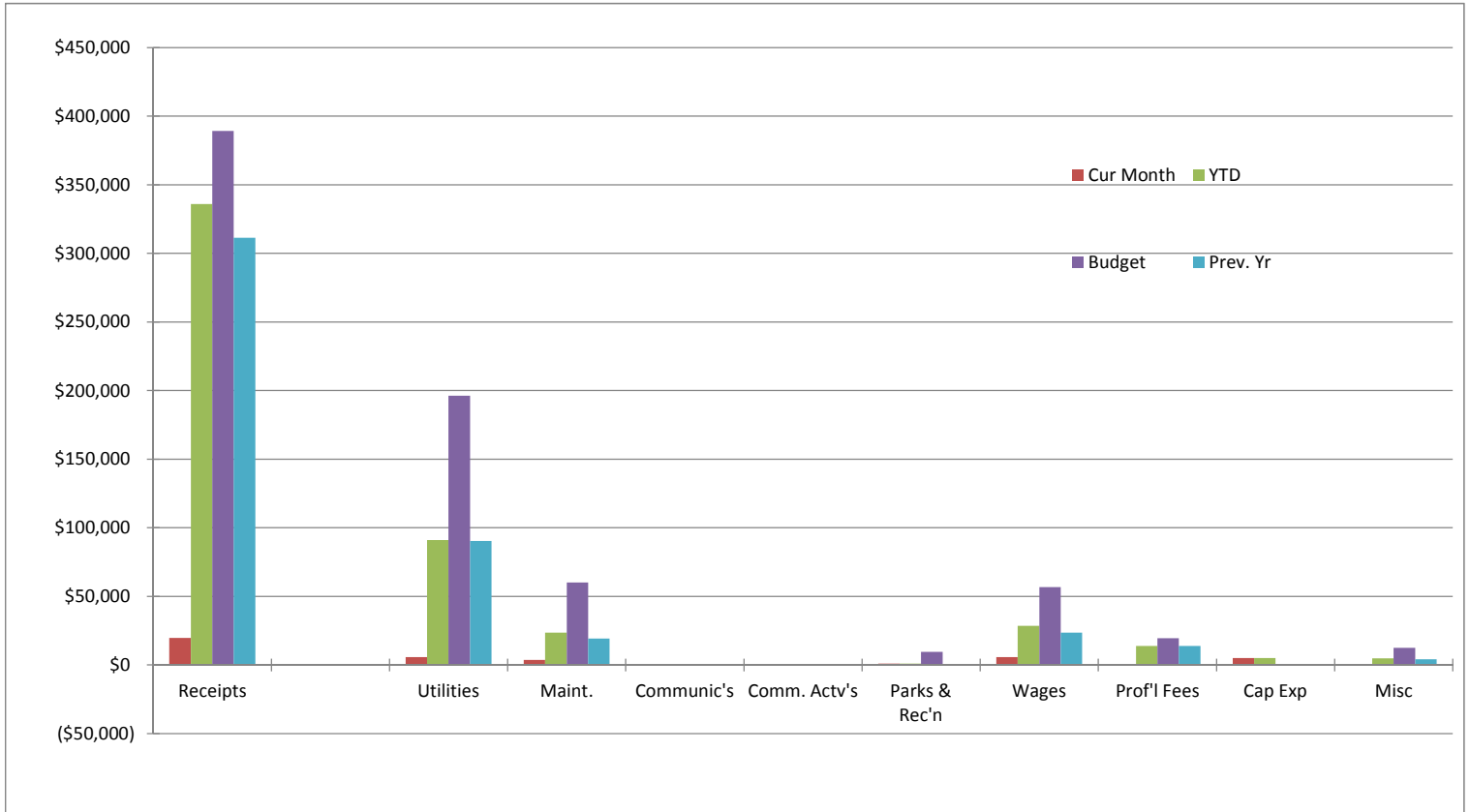
On a motion by George Resh, the meeting was adjourned at 9:00 pm.

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


Secretary


Chairman

Mt. Gretna Campmeeting Association, Inc.
2016 General Fund Summary Report



May 2016

May 2016	Cur. Mnth		Year to Date		Budget	Previous Year		
	Actual	% of YTD	Actual	% of Bud.	Actual	Actual	\$ Change	%
Income								
Receipts	\$19,620	6%	\$336,045	86%	\$389,259	\$311,433	\$24,612	8%
Disbursements								
Utilities	\$5,685	6%	\$91,023	46%	\$196,310	\$90,324	\$698	1%
Maintenance	\$3,573	15%	\$23,446	39%	\$60,000	\$19,330	\$4,116	21%
Communications	\$0		\$0	0%	\$100	\$152	(\$152)	-100%
Community Activities	\$0		\$0	0%	\$300	\$0	\$0	
Parks & Recreation	\$875	100%	\$875	9%	\$9,600	\$0	\$875	
Wages and Benefits	\$5,618	20%	\$28,565	50%	\$56,775	\$23,528	\$5,037	21%
Professional Fees	(\$380)	-3%	\$13,761	71%	\$19,500	\$13,886	(\$125)	-1%
Capital Expenses/Projects	\$5,086	100%	\$5,086		\$0	\$0	\$5,086	
Miscellaneous	\$308	6%	\$4,806	39%	\$12,400	\$4,142	\$664	16%
Totals	\$20,765		\$167,560	47%	\$354,985	\$151,362	\$16,198	11%
Net Margin	(\$1,144)		\$168,485		\$34,274	\$160,071	\$8,414	5%
								100%

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual
January through May 2016

	<u>May 16</u>	<u>Jan - May 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense					
Income					
Assessments					
Apartment	0.00	775.00	775.00	0.00	100.0%
Garage					
Garage Assessment Discount	0.00	-115.91	-80.00	-35.91	144.89%
Garage - Other	0.00	2,912.00	2,912.00	0.00	100.0%
Total Garage	0.00	2,796.09	2,832.00	-35.91	98.73%
Home					
Home Assessment Discounts	0.00	-5,332.40	-4,400.00	-932.40	121.19%
Home - Other	19,222.00	323,202.75	370,450.00	-47,247.25	87.25%
Total Home	19,222.00	317,870.35	366,050.00	-48,179.65	86.84%
Penalties	0.00	0.00	500.00	-500.00	0.0%
Total Assessments	19,222.00	321,441.44	370,157.00	-48,715.56	86.84%
Rentals					
Garage					
Deposit	0.00	-50.00			
Garage Rental	0.00	-17.65	10,596.00	-10,613.65	-0.17%
Rental - Garage Discount	0.00	-123.55	-150.00	26.45	82.37%
Garage - Other	0.00	10,172.15			
Total Garage	0.00	9,980.95	10,446.00	-465.05	95.55%
Parking	0.00	1,600.00	1,600.00	0.00	100.0%
Pavilion/Kitchen	150.00	200.00			
Storage Sheds					
Rental - Storage Shed Discount	0.00	-22.90	-32.00	9.10	71.56%
Shed Rental	0.00	2,865.00	3,438.00	-573.00	83.33%
Total Storage Sheds	0.00	2,842.10	3,406.00	-563.90	83.44%
Tabernacle	-50.00	214.10	1,000.00	-785.90	21.41%
Rentals - Other	0.00	0.00	16,452.00	-16,452.00	0.0%
Total Rentals	100.00	14,837.15	32,904.00	-18,066.85	45.09%
Interest Income	19.39	69.43	150.00	-80.57	46.29%

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual
January through May 2016

	<u>May 16</u>	<u>Jan - May 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Miscellaneous Receipts					
Hist Picture Book & Posters					
"Listed"	0.00	-353.76			
Total Hist Picture Book & Posters	0.00	-353.76			
Historical Plaques	0.00	15.13			
Misc. Income Contributions	0.00	-18.00			
Reimbursed Expenses					
Mulch, Top Soil, Stone	278.84	353.84			
Other Reimbursement	0.00	0.00			
Tabernacle Expense Reimbursemen	0.00	0.00	1,000.00	-1,000.00	0.0%
Reimbursed Expenses - Other	0.00	0.00	1,500.00	-1,500.00	0.0%
Total Reimbursed Expenses	278.84	353.84	2,500.00	-2,146.16	14.15%
Miscellaneous Receipts - Other	0.00	-300.00			
Total Miscellaneous Receipts	278.84	-302.79	2,500.00	-2,802.79	-12.11%
Total Income	19,620.23	336,045.23	405,711.00	-69,665.77	82.83%
Gross Profit	19,620.23	336,045.23	405,711.00	-69,665.77	82.83%

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual
January through May 2016

	Expense	May 16	Jan - May 16	Budget	\$ Over Budget	% of Budget
B&G Committee	Utilities					
	Electric (Street Lights)	1,562.89	7,867.60	17,500.00	-9,632.40	44.96%
	Garbage	3,087.16	15,251.98	36,880.00	-21,628.02	41.36%
	Sewer	195.35	64,216.73	129,930.00	-65,713.27	49.42%
	Water	840.03	3,686.39	12,000.00	-8,313.61	30.72%
	Total Utilities	5,685.43	91,022.70	196,310.00	-105,287.30	46.37%
	Maintenance					
	General Maintenance	2,538.03	3,559.00	7,500.00	-3,941.00	47.45%
	Garage Maintenance & Util's	36.82	185.62	2,000.00	-1,814.38	9.28%
	Library Bldng Maint. & Util's	99.68	398.22	600.00	-201.78	66.37%
Communications	Paving	0.00	0.00	7,500.00	-7,500.00	0.0%
	Recreational Facilities Maint.	98.94	183.69	1,200.00	-1,016.31	15.31%
	Sewer/Water Line Maintenance	425.00	4,582.57	5,000.00	-417.43	91.65%
	Snow Removal	79.01	2,742.02	6,500.00	-3,757.98	42.19%
	Tabernacle Bldng Maint & Util's	111.91	2,905.29	8,000.00	-5,094.71	36.32%
	Tree Removal & Trimming	0.00	7,280.64	18,700.00	-11,419.36	38.93%
	Truck and Tractor Costs	183.35	1,608.47	3,000.00	-1,391.53	53.62%
	Total Maintenance	3,572.74	23,445.52	60,000.00	-36,554.48	39.08%
	Communications					
	Web-Site	0.00	0.00	100.00	-100.00	0.0%
Activities	Total Communications	0.00	0.00	100.00	-100.00	0.0%
	Community Activities					
	Picnic	0.00	0.00	300.00	-300.00	0.0%
	Total Community Activities	0.00	0.00	300.00	-300.00	0.0%
	Parks & Recreation					
	Tree Health/Maintenance	874.50	874.50	9,500.00	-8,625.50	9.21%
	Recreational Activities & Equip	0.00	0.00	100.00	-100.00	0.0%
	Total Parks & Recreation	874.50	874.50	9,600.00	-8,725.50	9.11%
	Wages and Benefits					
	Employee Health Insurance	190.00	2,672.00			
Executive Committee	Employee Payroll Taxes	447.85	2,385.83	5,800.00	-3,414.17	41.14%
	Gross Payroll	4,973.20	22,936.14	46,350.00	-23,413.86	49.49%
	Payroll Expenses	7.00	571.03	625.00	-53.97	91.37%
	Total Wages and Benefits	5,618.05	28,565.00	52,775.00	-24,210.00	54.13%

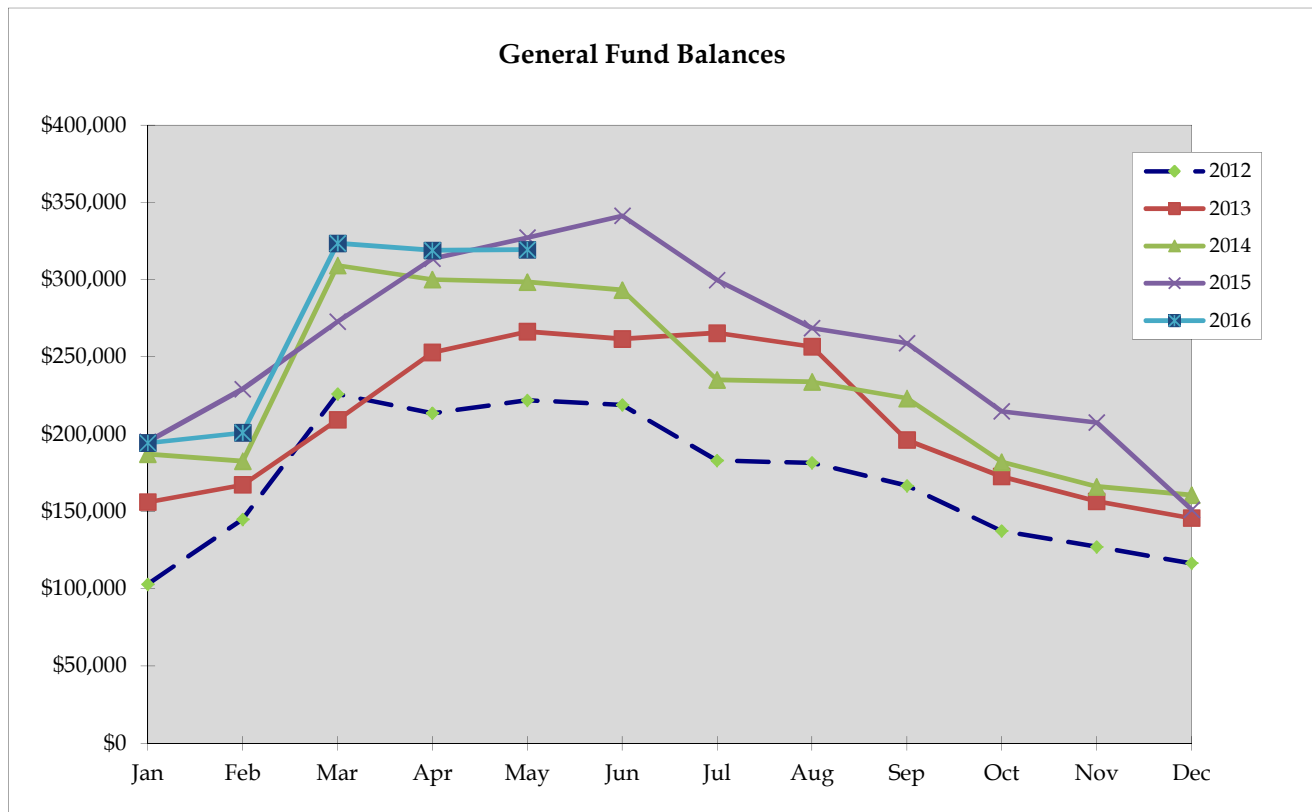
Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual
January through May 2016

Executive Committee

	May 16	Jan - May 16	Budget	\$ Over Budget	% of Budget
Professional Fees					
Accounting	0.00	0.00	2,500.00	-2,500.00	0.0%
Insurance					
Auto	0.00	941.00			
Bus. Catastrophe	0.00	2,204.00			
Commercial	0.00	8,565.00			
Workers Comp	0.00	2,281.00			
Insurance - Other	0.00	0.00	14,000.00	-14,000.00	0.0%
Total Insurance	0.00	13,991.00	14,000.00	-9.00	99.94%
Legal Fees	-380.00	-230.00	3,000.00	-3,230.00	-7.67%
Total Professional Fees	-380.00	13,761.00	19,500.00	-5,739.00	70.57%
Capital Expenses/Projects					
Capital Improvements	5,085.68	5,085.68			
Total Capital Expenses/Projects	5,085.68	5,085.68			
Miscellaneous					
Administrative costs					
Banking Costs	17.88	86.64	50.00	36.64	173.28%
Computer	78.01	429.47	300.00	129.47	143.16%
Office Equipment/Furnishings	0.00	28.25	200.00	-171.75	14.13%
Office Supplies	50.03	289.57	400.00	-110.43	72.39%
Postage and Delivery	0.00	231.48	850.00	-618.52	27.23%
Printing and Reproduction	0.00	804.19	1,500.00	-695.81	53.61%
Telephone	162.33	880.44	1,800.00	-919.56	48.91%
Total Administrative costs	308.25	2,750.04	5,100.00	-2,349.96	53.92%
Contributions - Note 2 Fin Comm	0.00	1,000.00	2,300.00	-1,300.00	43.48%
Property Taxes	0.00	1,055.51	5,000.00	-3,944.49	21.11%
Total Miscellaneous	308.25	4,805.55	12,400.00	-7,594.45	38.75%
Total Expense	20,764.65	167,559.95	350,985.00	-183,425.05	47.74%
Net Ordinary Income	-1,144.42	168,485.28	54,726.00	113,759.28	307.87%

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual
January through May 2016

	<u>May 16</u>	<u>Jan - May 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense					
Other Income					
Designated Funds					
Capital Project Fund	4.18	19.09			
Motor Vehicle Fund (Fin Comm)	0.08	-1,870.22			
Tree Maintenance Fund	0.00	0.01			
Total Designated Funds	<u>4.26</u>	<u>-1,851.12</u>			
Restricted Funds					
Heritage Fest'I (Comm Act Comm)	2,625.09	2,625.51			
Marlin & Nancy Seiders Memorial	1.61	8.47			
Playground Fund (Recreatn Comm)	0.37	1.91			
Total Restricted Funds	<u>2,627.07</u>	<u>2,635.89</u>			
Total Other Income	<u>2,631.33</u>	<u>784.77</u>			
Net Other Income	<u>2,631.33</u>	<u>784.77</u>	<u>0.00</u>	<u>784.77</u>	<u>100.0%</u>
Net Income	<u><u>1,486.91</u></u>	<u><u>169,270.05</u></u>	<u><u>54,726.00</u></u>	<u><u>114,544.05</u></u>	<u><u>309.31%</u></u>



Restricted Fund Balances

Heritage Festival Fund	\$5,900
Marlin & Nancy Seiders Fund	\$42,105
Playground Improvement Fund	\$15,924

Designated Fund Balances

Motor Vehicle Fund	\$4,949
Capital Project Fund	\$68,207

Late & Delinquent Accounts

As of 31-May-16

	Prior Years	2016	Total
Property Assessments	\$1,270.12	\$0.00	\$1,270.12
Rentals	\$0.00	\$0.00	\$0.00
Misc.	\$0.00	\$0.00	\$0.00
			<hr/> \$1,270.12