



Tuesday, July 19, 2016

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, July 19, 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), Sally Marisic (Treasurer), Margaret Hopkins (Secretary), Pam Bishop, Lisa Carr, Robin May, Esther Mefferd, and Ben Wiley. Don Dale was excused.

I. Call to Order

The Chair called the meeting to order at 6:30 PM, Mr. Lloyd opened the meeting

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 June Minutes were approved.

III. Treasurer's Report

- i. Some adjustments have been made to the first page summary report of the P&L.
- ii. A column has been added on the detail P&L sheet reflecting the special budget votes from last month's meeting.
- iii. 10% assessment penalties have been applied and mailed.
- iv. The Campmeeting has received the last property tax bills for 2016. The total paid for the year, \$5,097, is greater than last year, but less than previous years as we have had some properties removed as taxable properties.
- v. On a motion by Pam Bishop, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers approves the June financial reports presented by Treasurer Sally Marisic.

IV. MGCA Member Comments

- i. 8 MGCA Members were present at meeting.
- ii. Mrs. Seldomridge wrote a thank you note to the Campmeeting for the benefit concert for the education fund for Stacey Penington's children.

V. Strategic Planning

A. Buildings and Ground Committee –George Resh reporting

- i. Terry and Pauletta Engleman of 111 2nd Street withdrew their building permit application to install an air conditioning unit outside their home on 2nd Street. A survey of their property discovered that the proposed location was on Campmeeting property. Instead, they installed the unit at the rear of their property in their parking area. No permit was necessary for this location.
- ii. Kim Hitchcock of 107 2nd Street asked the B&G if seal coating macadam was allowed during quiet time. The Committee responded that no permit is required and the work could be done during quiet time as long as no loud noise was created.



- iii. John Hallahan of 109 1st Street had presented a building permit to the Board at the June meeting of the Board to build a 10' x 30' wooden deck behind house. The Board did not approve the application at the time and requested a survey. Mr. Hallahan subsequently applied for a West Cornwall Township building permit using the tax map and property dimensions to build a 10' x 24' wooden deck to the rear of property.
- iv. Dwayne Heckert of 202 3rd Street asked the Board to consider instituting a "No Smoking" policy for all MGCA owned land. He also requested that the Campmeeting adopt a "no fireworks, sparklers, open-flame candles, and charcoal grill" policy. The B&G stated that though enforcement of a no smoking policy would be difficult, that signs might at least deter guests from smoking on the grounds and allow members to address the issue with smokers. The Board agreed that we should proceed with no smoking signage for 2017.
- v. The B&G Committee asked the Board to consider placing some sort of no driving sign at the walking streets since we continue to have problems with guests attempting to drive on these streets. The Board agreed by consensus that this was a good idea and asked the Committee to propose a type of uniform signage using the Campmeeting logo that could be used for several different purposes including driving, parking, "No Smoking" signs, etc.
- vi. Lisa Sweeney requested that the Board create more paid parking spaces for MGCA Members. Ed has indicated that about 10 more spaces could be created at the Carter parking lot. If these spaces were made paid parking spaces, we would need to decide how to manage the enforcement. Ed asked the Board to consider having a towing company on retainer for illegal parking issues throughout the Campmeeting. The B&G is in favor of these proposals. The Board was very interested in these ideas but is not going to vote for approval until the B&G presents a more specific plan.
- vii. The Board received three proposals for the renovation work at the Tabernacle. The B&G Committee recommends that the Board approves Legacy Builders for the work. If the Board approves Legacy, the Tabernacle Association Board of Trustees would need to approve as well, the contract will be awarded, and the work would start in September to be finished well before the 125th anniversary events. On a motion by George Resh, a resolution was discussed and adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers agrees to use Legacy Builders for the Tabernacle renovation work with the understanding that their proposal for \$26,560 is an estimate and not-to-exceed contract, that work to be done may exceed that estimate as further problems are discovered, that any amounts over the \$26,560 will be approved by Don Dale and Ben Wiley of the Tabernacle Association, and that the Tabernacle Association's restricted fund for the care of the Tabernacle will be used to pay for all the work.
- viii. The B&G asked the Board to consider writing a general letter to all MGCA members who rent their cottage that informs the owners of their responsibility to notify renters of the rules and regulations of the MGCA. This letter should also include a reminder of the \$100 fine plus costs of violation. The Board agreed in principle. A specific letter will be presented at next month's meeting.



B. Communications Committee – Margaret Hopkins

- i. Kristi Donahue will be moving website to our site and making it live shortly.

C. Community Activities Committee – Robin May

- i. Annual meeting and picnic are coming up on 30th. Will be sending out an e-mail to MGCA Members reminding them of the date.
- ii. The Heritage Festival is going very well. Across the Pond was \$100 over fees and Larry McKenna's cabaret show brought in \$1,098.
- iii. Are drafting a letter to Arts Council to request funds for next year. Sally Marisic is helping with the letter.
- iv. Purchased grill for playground. It will be installed in the near future.

D. Finance Committee - Sally Marisic

- i. Reminder that budget process will start in September.

E. Nominations Committee – Pam Bishop

- i. This year we have three seats expiring in 2016. Robin May will be retiring, Margaret Hopkins will be running again, and the 3rd seat is still vacant. Tamra Travitz is willing to run for one of the vacancies.

F. Property Ownership Committee – Pam Bishop

- i. Duane & Mary Zehring purchased 114 Otterbein from J. Richard Smoker and family.
- ii. Kelsey Lytle & Thomas Blackburn purchased 309 8th Street from Harold Blackburn.

G. Parks & Recreation Committee – Margaret Hopkins

- i. Requests from quoit people to add rubber material to perimeter of playing pit.
- ii. There were two park meetings announced in the newsletter to seek input into the community gardens. No one came to 1st meeting, five people, including three board members, came to the 2nd meeting. In the absence of any strong feelings from the community about the direction of the community gardens, the committee is considering using part of the garden for raised bed gardening which will be available to MGCA members, and a sign up sheet may be available at the annual meeting. The committee also discussed that if there are limited funds for the beautification of parks, money would probably best be used for the library building and its surrounding land. Would like the Board to agree to have Don Dale contact a structural engineer to review the building before we discuss any renovations or expansions of the building. Don has found someone who has knowledge of historic buildings. A quote for the engineering review will be presented at next month's meeting.
- iii. The committee wants to get stump grinding on the schedule for the fall using the designated tree fund. Will get quote for next month's meeting.

H. Tabernacle Association – Esther Mefferd

- i. Programs are doing well.
- ii. New speaker system is well received.

I. Ad-Hoc Archives Committee – George Resh

- i. Nothing to report



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

i. Nothing to report

K. Ad-Hoc Library Committee – Lisa Carr

i. Nothing to report

L. 125th Anniversary Committee (Sub-committee of historical society) – Margaret Hopkins,
Campmeeting appointed representative

i. Are working on set of postcards/calendar for sale – historic pictures that represent the whole
community.

M. Executive Committee – David Lloyd

i. Nothing to report

VI. Old Business

i. None

VII. New Business

i. None

Adjournment

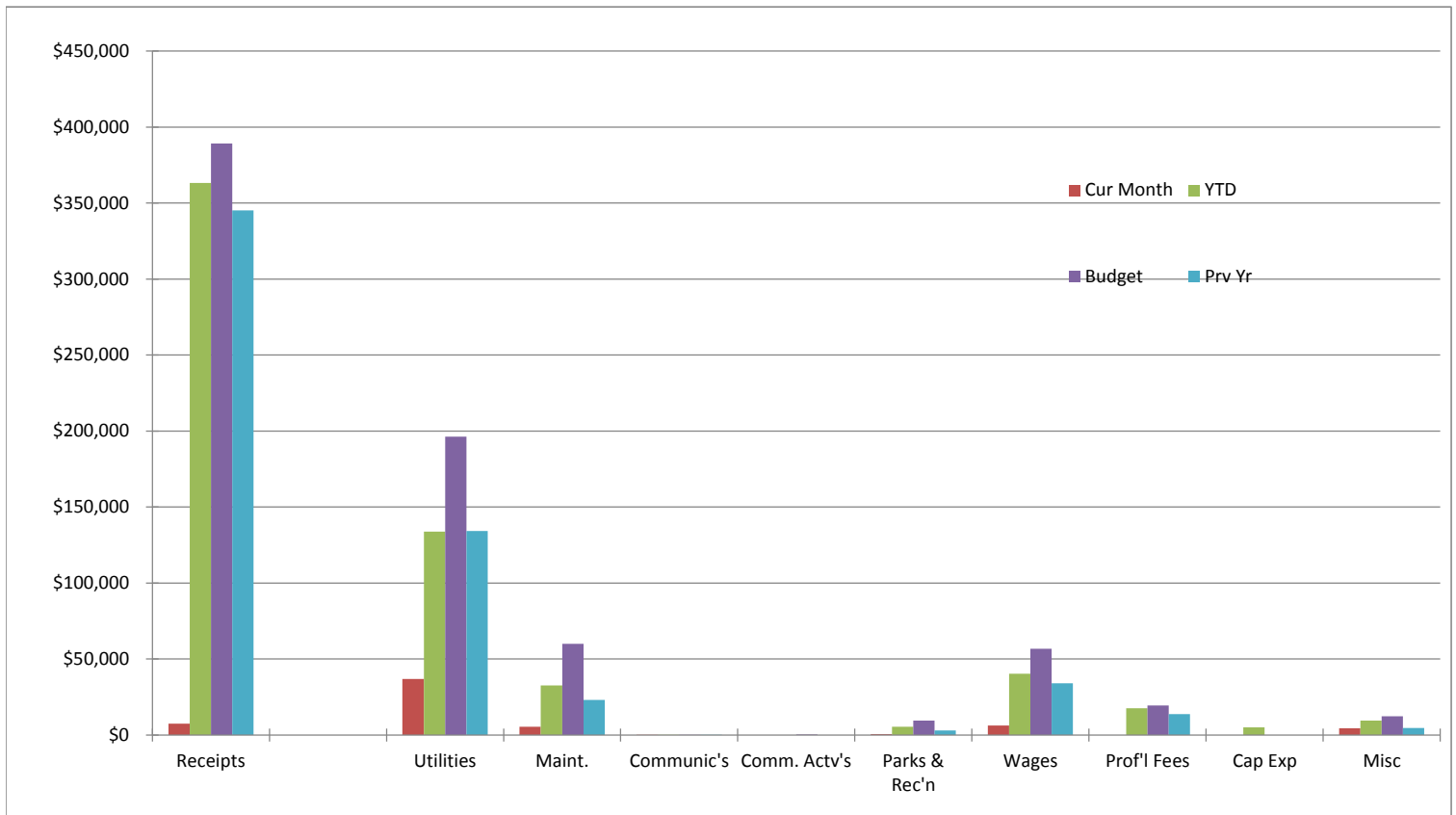
On a motion by Resh, the meeting was adjourned at 8:10 pm.

The next regular meeting will be held Tuesday, August 16th at 6:30 pm.


Secretary


Chairman

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



July 2016

	<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	%
Income								
Receipts	\$7,420	2%	\$363,225	93%	\$389,259	\$345,277	\$17,948	5%
Disbursements								
Utilities	\$36,868	28%	\$133,754	68%	\$196,310	\$134,233	(\$479)	0%
Maintenance	\$5,462	17%	\$32,605	54%	\$60,000	\$23,211	\$9,394	40%
Communications	\$5	100%	\$5	5%	\$100	\$152	(\$147)	-97%
Community Activities	\$0		\$0	0%	\$300	\$0	\$0	
Parks & Recreation	\$500	9%	\$5,515	57%	\$9,600	\$3,069	\$2,446	80%
Wages and Benefits	\$6,232	15%	\$40,278	71%	\$56,775	\$34,125	\$6,153	18%
Professional Fees	\$0	0%	\$17,536	90%	\$19,500	\$13,800	\$3,736	27%
Capital Expenses/Projects	\$0	0%	\$5,086		\$0	\$0	\$5,086	
Miscellaneous	\$4,454	47%	\$9,501	77%	\$12,400	\$4,629	\$4,872	105%
Totals	\$53,520		\$244,279	69%	\$354,985	\$213,217	\$31,062	15%
Net Margin	(\$46,100)		\$118,946		\$34,274	\$132,060	(\$13,114)	-10%
								100%

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

Ordinary Income/Expense

Income

Assessments

Apartment

0.00	775.00	775.00	0.00	100.0%
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Garage

Garage Assessment Discount

0.00	-115.91	-80.00	-35.91	144.89%
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Garage - Other

0.00	2,912.00	2,912.00	0.00	100.0%
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Total Garage

0.00	2,796.09	2,832.00	-35.91	98.73%
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Home

Home Assessment Discounts

0.00	-5,363.40	-4,400.00	-963.40	121.9%
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Home - Other

6,083.40	347,821.15	370,450.00	-22,628.85	93.89%
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Total Home

6,083.40	342,457.75	366,050.00	-23,592.25	93.56%
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Penalties

206.60	206.60	500.00	-293.40	41.32%
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Total Assessments

6,290.00	346,235.44	370,157.00	-23,921.56	93.54%
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Rentals

Garage

Deposit

50.00	0.00			
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Garage Rental

0.00	-17.65	10,596.00	-10,613.65	-0.17%
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Rental - Garage Discount

0.00	-105.90	-150.00	44.10	70.6%
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Garage - Other

0.00	10,596.00			
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Total Garage

50.00	10,472.45	10,446.00	26.45	100.25%
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Parking

0.00	1,680.00	1,600.00	80.00	105.0%
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Pavilion/Kitchen

-25.00	225.00			
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Storage Sheds

Rental - Storage Shed Discount

0.00	-22.90	-32.00	9.10	71.56%
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Shed Rental

0.00	3,438.00	3,438.00	0.00	100.0%
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Total Storage Sheds

0.00	3,415.10	3,406.00	9.10	100.27%
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Tabernacle

350.00	564.10	1,000.00	-435.90	56.41%
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Rentals - Other

0.00	0.00	0.00	0.00	0.0%
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Total Rentals

375.00	16,356.65	16,452.00	-95.35	99.42%
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Interest Income

19.28	112.04	150.00	-37.96	74.69%
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	After Special Vote	
	\$ Over	Special
Budget	Budget	Vote
	% of Budget	

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

	<u>Jul 16</u>	<u>Jan - Jul 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	Budget	After Special Vote \$ Over Budget	% of Budget	Special Vote
Miscellaneous Receipts									
Hist Picture Book & Posters									
>Listed"	0.00	-344.29							
Total Hist Picture Book & Posters	<u>0.00</u>	<u>-344.29</u>							
Historical Plaques	15.14	30.27							
Misc. Income Contributions	0.00	-18.00							
Reimbursed Expenses									
Mulch, Top Soil, Stone	540.83	1,152.84							
Other Reimbursement	0.00	0.00							
Tabernacle Expense Reimbursen	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	<u>540.83</u>	<u>1,152.84</u>	<u>2,500.00</u>	<u>-1,347.16</u>	<u>46.11%</u>				
Miscellaneous Receipts - Other	0.00	-300.00							
Total Miscellaneous Receipts	<u>555.97</u>	<u>520.82</u>	<u>2,500.00</u>	<u>-1,979.18</u>	<u>20.83%</u>				
Total Income	<u>7,240.25</u>	<u>363,224.95</u>	<u>389,259.00</u>	<u>-26,034.05</u>	<u>93.31%</u>				
Gross Profit	<u>7,240.25</u>	<u>363,224.95</u>	<u>389,259.00</u>	<u>-26,034.05</u>	<u>93.31%</u>				

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

B&G Committee
Comm
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Parks & Recreation

Expense

Utilities

Electric (Street Lights)	1,499.10	10,929.59	17,500.00	-6,570.41	62.46%
Garbage	3,270.85	21,748.53	36,880.00	-15,131.47	58.97%
Sewer	31,895.68	96,137.07	129,930.00	-33,792.93	73.99%
Water	201.98	4,938.58	12,000.00	-7,061.42	41.16%
Total Utilities	36,867.61	133,753.77	196,310.00	-62,556.23	68.13%

Maintenance

General Maintenance

Plantings	0.00	339.76			
General Maintenance - Other	163.04	5,853.65	7,500.00	-1,646.35	78.05%
Total General Maintenance	163.04	6,193.41	7,500.00	-1,306.59	82.58%
Garage Maintenance & Util's	36.14	258.43	2,000.00	-1,741.57	12.92%
Library Building Maint. & Util's	77.42	497.64	600.00	-102.36	82.94%
Paving	3,510.00	3,510.00	7,500.00	-3,990.00	46.8%
Recreational Facilities Maint.	23.28	234.05	1,200.00	-965.95	19.5%
Sewer/Water Line Maintenance	0.00	4,582.57	5,000.00	-417.43	91.65%
Snow Removal	0.00	2,742.02	6,500.00	-3,757.98	42.19%
Tabernacle Bldng Maint & Util's	607.53	3,699.12	8,000.00	-4,300.88	46.24%
Tree Removal & Trimming	0.00	8,023.14	18,700.00	-10,676.86	42.9%
Truck and Tractor Costs	1,044.32	2,864.49	3,000.00	-135.51	95.48%
Total Maintenance	5,461.73	32,604.87	60,000.00	-27,395.13	54.34%

Communications

Web-Site	5.00	5.00	100.00	-95.00	5.0%
Total Communications	5.00	5.00	100.00	-95.00	5.0%

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	500.00	5,514.86	9,500.00	-3,985.14	58.05%
Recreational Activities & Equip	0.00	0.00	100.00	-100.00	0.0%
Total Parks & Recreation	500.00	5,514.86	9,600.00	-4,085.14	57.45%

After Special Vote		Special	
Budget	\$ Over Budget	% of Budget	Vote
\$1,700.00	-\$1,465.95	14%	\$500.00

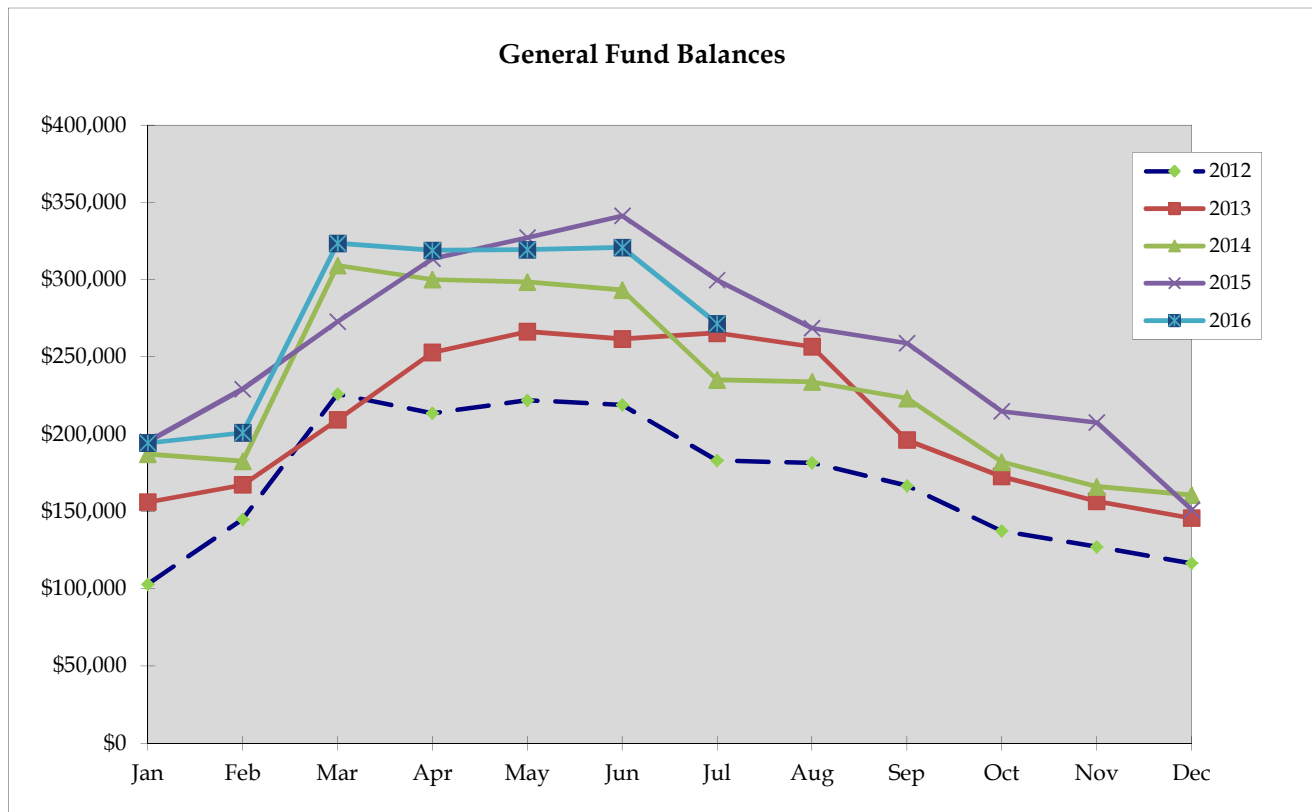
Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual
January through July 2016L

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

						Budget	\$ Over Budget	% of Budget
	Jul 16	Jan - Jul 16	Budget	\$ Over Budget	% of Budget			
Executive Committee	Wages and Benefits							
	Employee Health Insurance	340.00	3,172.00	4,000.00	-828.00	79.3%		
	Employee Payroll Taxes	475.96	3,305.09	5,800.00	-2,494.91	56.98%		
	Gross Payroll	5,408.60	33,215.74	46,350.00	-13,134.26	71.66%		
	Payroll Expenses	6.99	585.02	625.00	-39.98	93.6%		
	Total Wages and Benefits	6,231.55	40,277.85	56,775.00	-16,497.15	70.94%		
	Professional Fees							
	Accounting	0.00	2,500.00	2,500.00	0.00	100.0%		
	Insurance							
	Auto	0.00	941.00					
Executive Committee	Bus. Catastrophe	0.00	2,204.00					
	Commercial	0.00	8,565.00					
	Workers Comp	0.00	3,556.00					
	Insurance - Other	0.00	0.00	14,000.00	-14,000.00	0.0%		
	Total Insurance	0.00	15,266.00	14,000.00	1,266.00	109.04%		
	Legal Fees	0.00	-230.00	3,000.00	-3,230.00	-7.67%		
	Total Professional Fees	0.00	17,536.00	19,500.00	-1,964.00	89.93%		
	Capital Expenses/Projects							
	Capital Improvements	0.00	5,085.68					
	Total Capital Expenses/Projects	0.00	5,085.68					
Executive Committee	Miscellaneous							
	Administrative costs							
	Banking Costs	8.94	122.40	50.00	72.40	244.8%		
	Computer	95.00	524.47	300.00	224.47	174.82%		
	Office Equipment/Furnishings	0.00	28.25	200.00	-171.75	14.13%		
	Office Supplies	1.73	336.78	400.00	-63.22	84.2%		
	Postage and Delivery	314.99	552.94	850.00	-297.06	65.05%		
	Printing and Reproduction	0.00	804.19	1,500.00	-695.81	53.61%		
	Telephone	93.34	1,136.11	1,800.00	-663.89	63.12%		
	Total Administrative costs	514.00	3,505.14	5,100.00	-1,594.86	68.73%		
Executive Committee	Contributions - Note 2 Fin Comm	0.00	1,000.00	2,300.00	-1,300.00	43.48%		
	Property Taxes	3,939.96	4,995.47	5,000.00	-4.53	99.91%		
	Total Miscellaneous	4,453.96	9,500.61	12,400.00	-2,899.39	76.62%		
	Total Expense	53,519.85	244,278.64	354,985.00	-110,706.36	68.81%		
	Net Ordinary Income	-46,279.60	118,946.31	34,274.00	84,672.31	347.05%		

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

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Restricted Fund Balances

Heritage Festival Fund	\$7,054
Marlin & Nancy Seiders Fund	\$42,107
Playground Improvement Fund	\$15,925

Designated Fund Balances

Motor Vehicle Fund	\$4,949
Capital Project Fund	\$68,217

Late & Delinquent Accounts

As of 30-Jun-16

	Prior Years	2016	Total
Property Assessments	\$595.00	\$13,016.33	\$13,611.33
Rentals	\$0.00	\$0.00	\$0.00
Misc.	\$0.00	\$0.00	\$0.00
			<hr/> \$13,611.33