



Mt. Gretna Campmeeting

LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES

Tuesday, January 19, 2016

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, January 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), Lisa Carr, Don Dale, Robin May, and Esther Mefferd. Pam Bishop and Ben Wiley were excused.

I. Call to Order

The Chair called the meeting to order at 6:35 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 December Minutes were approved as amended.

III. Treasurer's Report

- I. We exceeded the projected overage for 2015, and \$46,688 was moved to our capital improvements fund.
- II. On a motion by Esther Mefferd, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers approves the December 2015 financial reports presented by Treasurer Sally Marisic.

IV. Election of officers of the Board of Managers, Mount Gretna Campmeeting Association

- I. Robin May, member of the Nominating Committee, presented the slate of officers for the 2016 Board of Managers: Dave Lloyd, President; George Resh, Vice President; Margaret Hopkins, Secretary; Sally Marisic, Treasurer.
- II. As there were no nominations from the floor, Don Dale moved to close the nominations. Sally Marisic seconded.
- III. The Secretary cast the ballot.
- IV. The Board welcomed new member Lisa Carr.

V. MGCA Member Comments

- I. No members or guests were present.

VI. Strategic Planning

A. Buildings and Ground Committee – Don Dale

- i. A fence policy with definition of fencing was presented for Board review and approval. This policy will be added to Rules & Regulations, #19. On a motion by George Resh, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers adopt a fence rule as #19 in the Rules & Regulations as proposed by the B&G Committee.
- ii. A revised “Building Permit Application” and “MGCA Building Permit Information” sheet were presented for Board review and approval. Discussion included:



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- Both the permit application and the information sheet will be a part of the packet that is given to all new property owners.
- Both the permit application and information sheet need to be available for download from the MGCA website.
- Additionally, mention of the permit application and information sheet needs to be included in every newsletter.
- NOTE: In the second paragraph of the building permit application, please add “and/or” to the first sentence: A MGCA Building Permit Application must be submitted to the MGCA Board of Managers for approval as delineated in the most recent Rules & Regulations (R&R) handbook and/or as required by LCPD and West Cornwall Township (WCT).
- On a motion by Don Dale, a resolution was adopted unanimously as follows: RESOLVED, That the MGCA Board of Managers approves the building permit form changes, the information sheet, and proposed distribution guidelines as proposed by the B&G Committee.

iii. President Lloyd reported that issues with stormwater runoff continue to plague First Street. This will continue to be monitored for ways to contend with the water runoff.

iv. President Lloyd and Board Member Dale reported on their meeting with several realtors at Penn Realty over issues related to property lines. Discussion included options for property owners—adverse possession, purchase of an easement. Secretary Hopkins will draft a document to be sent to property owners about this for the Feb. 11 Building & Grounds meeting.

v. B&G is considering a leaf collection schedule to reduce personnel time spent routinely collecting leaves. Chautauqua will be contacted about whether Campmeeting can utilize its leaf-vacuum equipment.

B. Communications Committee – Margaret Hopkins

- i. A new Campmeeting member has volunteered to help with the Communications Committee and specifically with the website redesign.
- ii. President Lloyd mentioned that organizational newsletters are now typically accessible on handheld devices

C. Community Activities Committee – Robin May

- i. The 2016 MGCA Heritage Festival will be held on four Saturdays in July (July 9, July 16, July 23, July 30). Three musical groups are confirmed:
- ii. Across the Pond, July 9
- iii. Larry McKenna presents a Cabaret, July 16
- iv. Dave Kline and the Mountain Folk Band, July 30
- v. A number of groups are being contacted for July 23

D. Finance Committee - Sally Marisic

- i. MGCA owns a new (preowned) truck and a new snow blower

E. Nominations Committee – Pam Bishop

- i. No report.



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F. Property Ownership Committee – Pam Bishop

- i. 111 1st Street was sold on December 23rd to Kendra Feather from Joe & Lundi Puleo.

G. Parks & Recreation Committee – Margaret Hopkins

- i. No report.

H. Tabernacle Association – Esther Mefferd

- i. Managers received the 2015 Annual Report of the Corporation, Mt. Gretna Tabernacle Association
- ii. The Tabernacle Association ended the year in the black for the first time in many years

I. Ad-Hoc Archives Committee – George Resh

- i. No report.

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

- i. No report.

K. Executive Committee

- i. No report.

VII. Old Business

- i. Received a Board Member contribution toward the Historical Society video of \$100 and a contribution from Tom Meredith of \$500 toward the video. Other Board Members were encouraged to contribute what they could towards the project to cover the Campmeeting contribution of \$1,000.

VIII. New Business

- i. The Board of Managers' 2016 strategic planning retreat will be held either Saturday, March 12, or Saturday, March 19.

Adjournment

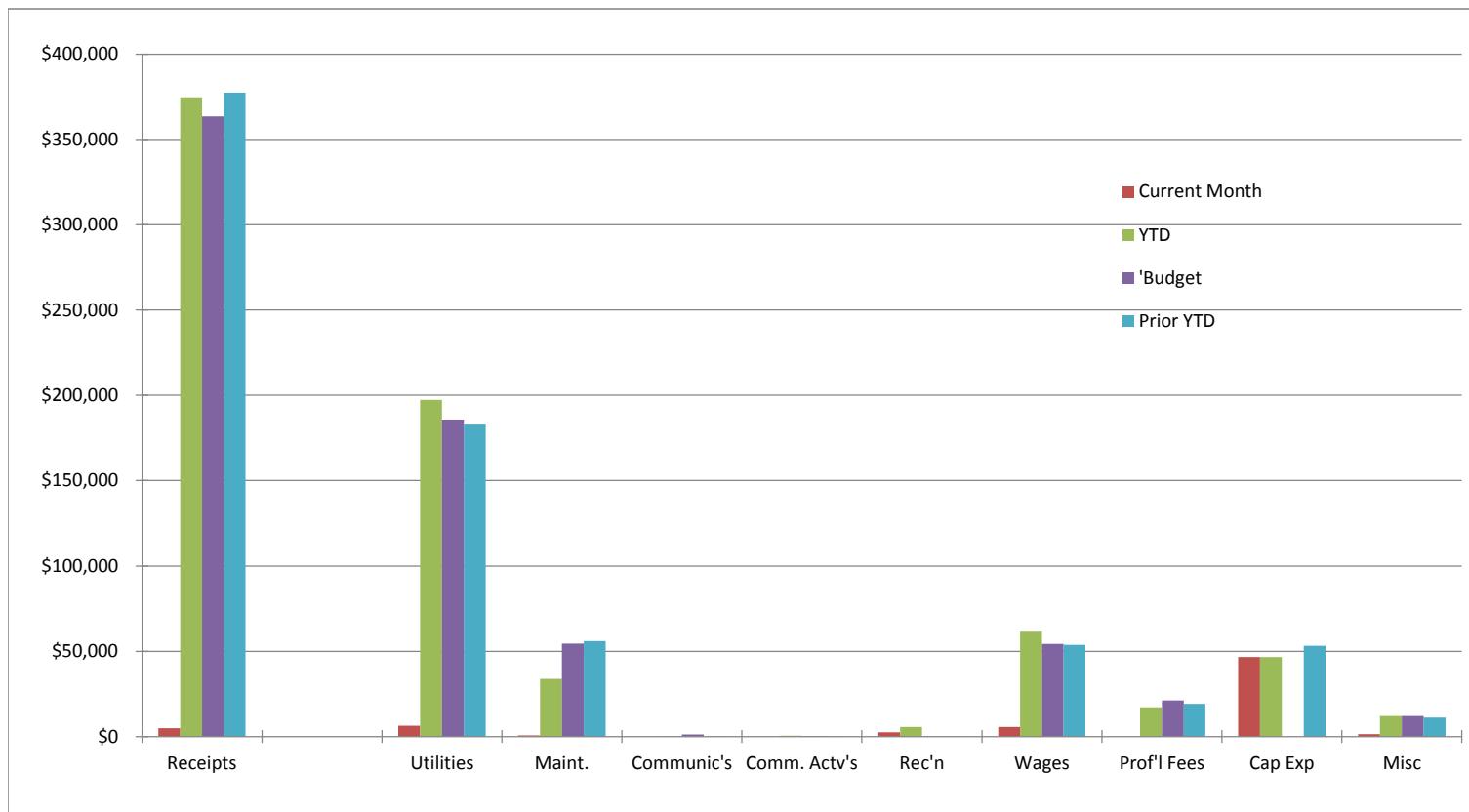
On a motion by George Resh, the meeting was adjourned.

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

Secretary

Chairman

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



December 2015	Cur. Mnth		Year to Date		Budget	Previous Year		
	Actual	% of YTD	Actual	% of Bud.	Actual	Actual	\$ Change	%
Income								
Receipts	\$4,884	1%	\$374,703	103%	\$363,478	\$377,424	(\$2,721)	-1%
Disbursements								
Utilities	\$6,324	3%	\$197,355	106%	\$185,700	\$183,458	\$13,897	8%
Maintenance	\$740	2%	\$33,774	62%	\$54,500	\$55,932	(\$22,158)	-40%
Communications	\$0	0%	\$199	17%	\$1,150	\$107	\$92	86%
Community Activities	\$0	0%	\$439	146%	\$300	\$370	\$68	18%
Parks & Recreation	\$2,544	45%	\$5,613	5613%	\$100	\$153	\$5,460	3578%
Wages and Benefits	\$5,605	9%	\$61,440	113%	\$54,400	\$53,769	\$7,671	14%
Professional Fees	\$0	0%	\$17,170	81%	\$21,200	\$19,232	(\$2,062)	-11%
Capital Expenses/Projects	\$46,688	100%	\$46,688		\$0	\$53,260	(\$6,573)	-12%
Miscellaneous	\$1,443	12%	\$12,026	100%	\$12,025	\$11,142	\$884	8%
Totals	\$63,344		\$374,703	114%	\$329,375	\$377,424	(\$2,721)	-1%
Net Margin			(\$58,460)		\$0	\$34,103	(\$0)	\$0
								100%

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual

January through December 2015

	Dec 15	Jan - Dec 15	Budget	\$ Over Budget	% of Budget	After Special Vote			Special Vote
						Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense									
Income									
Assessments									
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	833.00	347,574.93	346,550.00	1,024.93	100.3%				
Total Home	833.00	342,775.13	342,150.00	625.13	100.18%				
Penalties	0.00	1,159.52	500.00	659.52	231.9%				
Total Assessments	833.00	347,338.85	346,000.00	1,338.85	100.39%				
Rentals									
Garage									
Deposit	50.00	50.00							
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	50.00	9,372.50	9,750.00	-377.50	96.13%				
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	0.00	2,100.00	1,000.00	1,100.00	210.0%				
Total Rentals	50.00	16,486.10	14,828.00	1,658.10	111.18%				

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Cash Basis

**Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual**

	January through December 2015					After Special Vote			Special Vote
	Dec 15	Jan - Dec 15	Budget	\$ Over Budget	% of Budget	Budget	\$ Over Budget	% of Budget	
Interest Income	16.05	201.49	150.00	51.49	134.33%				
Miscellaneous Receipts									
Historical Plaques	0.00	15.14							
Misc. Income Contributions	0.00	3,982.00							
Reimbursed Expenses									
Mulch, Top Soil, Stone	0.00	1,098.50							
Other Reimbursement	0.00	1,045.92							
Tabernacle Expense Reimbursement	3,985.42	3,985.42	1,000.00	2,985.42	398.54%				
Reimbursed Expenses - Other	0.00	-75.00	1,500.00	-1,575.00	-5.0%				
Total Reimbursed Expenses	<u>3,985.42</u>	<u>6,054.84</u>	<u>2,500.00</u>	<u>3,554.84</u>	<u>242.19%</u>				
Miscellaneous Receipts - Other	0.00	-635.36							
Total Miscellaneous Receipts	<u>3,985.42</u>	<u>9,416.62</u>	<u>2,500.00</u>	<u>6,916.62</u>	<u>376.67%</u>				
Prior Year Assessment Payments	0.00	1,260.25							
Total Income	<u>4,884.47</u>	<u>374,703.31</u>	<u>363,478.00</u>	<u>11,225.31</u>	<u>103.09%</u>				
Gross Profit	4,884.47	374,703.31	363,478.00	11,225.31	103.09%				

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual

January through December 2015

		After Special Vote					Special Vote			
		Dec 15	Jan - Dec 15	Budget	\$ Over Budget	% of Budget				
Expense										
Utilities										
	Electric (Street Lights)	1,584.47	18,084.32	17,000.00	1,084.32	106.38%				
	Garbage	2,964.70	39,468.75	38,500.00	968.75	102.52%				
	Sewer	25.46	128,448.12	122,000.00	6,448.12	105.29%				
	Water	1,749.83	11,353.66	8,200.00	3,153.66	138.46%				
	Total Utilities	6,324.46	197,354.85	185,700.00	11,654.85	106.28%				
Maintenance										
General Maintenance										
	Plantings	78.71	3,343.29							
	General Maintenance - Other	128.78	3,057.32	8,500.00	-5,442.68	35.97%				
	Total General Maintenance	207.49	6,400.61	8,500.00	-2,099.39	75.3%				
	Garage Maintenance & Util's	37.63	410.82	3,200.00	-2,789.18	12.84%				
	Library Buildng Maint. & Util's	94.20	1,018.25	600.00	418.25	169.71%				
	Paving	0.00	1,180.00	5,000.00	-3,820.00	23.6%				
	Recreational Facilities Maint.	102.22	1,132.41	1,200.00	-67.59	94.37%				
	Sewer/Water Line Maintenance	0.00	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	166.34	7,192.83	9,500.00	-2,307.17	75.71%				
	Tree Removal & Trimming	0.00	3,075.00	10,000.00	-6,925.00	30.75%				
	Truck and Tractor Costs	132.16	4,341.20	5,500.00	-1,158.80	78.93%				
	Water Line Maintenance	0.00	0.00	0.00	0.00	0.0%				
	Total Maintenance	740.04	33,773.87	54,500.00	-20,726.13	61.97%				
Communications										
Newsletter										
	Web-Site	0.00	0.00	150.00	-150.00	0.0%				
	Total Communications	0.00	199.14	1,000.00	-800.86	19.91%				
Community Activities										
Picnic										
	Community Activities - Other	0.00	0.00	300.00	138.75	146.25%				
	Total Community Activities	0.00	438.75	300.00	138.75	146.25%				

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual

January through December 2015

Parks & Rec Committee

Parks & Recreation

	Dec 15	Jan - Dec 15	Budget	\$ Over Budget	% of Budget	After Special Vote	\$ Over Budget	Special Vote
Tree Health/Maintenance	2,544.00	5,612.70						
Recreational Activities & Equip	0.00	0.00	100.00	-100.00	0.0%			
Total Parks & Recreation	2,544.00	5,612.70	100.00	5,512.70	5,612.7%	\$5,500	\$113	102.05%

Executive Committee

Wages and Benefits

Emp CC Reimbursement	-106.22	-105.92						
Employee Health Insurance	0.00	3,166.69	4,000.00	-833.31	79.17%			
Employee Payroll Taxes	443.29	5,064.33	4,800.00	264.33	105.51%			
Gross Payroll	5,256.15	52,716.42	45,000.00	7,716.42	117.15%			
Payroll Expenses	8.75	598.38	600.00	-1.62	99.73%			
Total Wages and Benefits	5,601.97	61,439.90	54,400.00	7,039.90	112.94%			

Professional Fees

Accounting	0.00	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%			
Total Insurance	0.00	13,620.00	14,000.00	-380.00	97.29%			
Legal Fees	0.00	560.00	4,000.00	-3,440.00	14.0%			
Total Professional Fees	0.00	17,170.00	21,200.00	-4,030.00	80.99%			

Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual

January through December 2015

Executive Committee

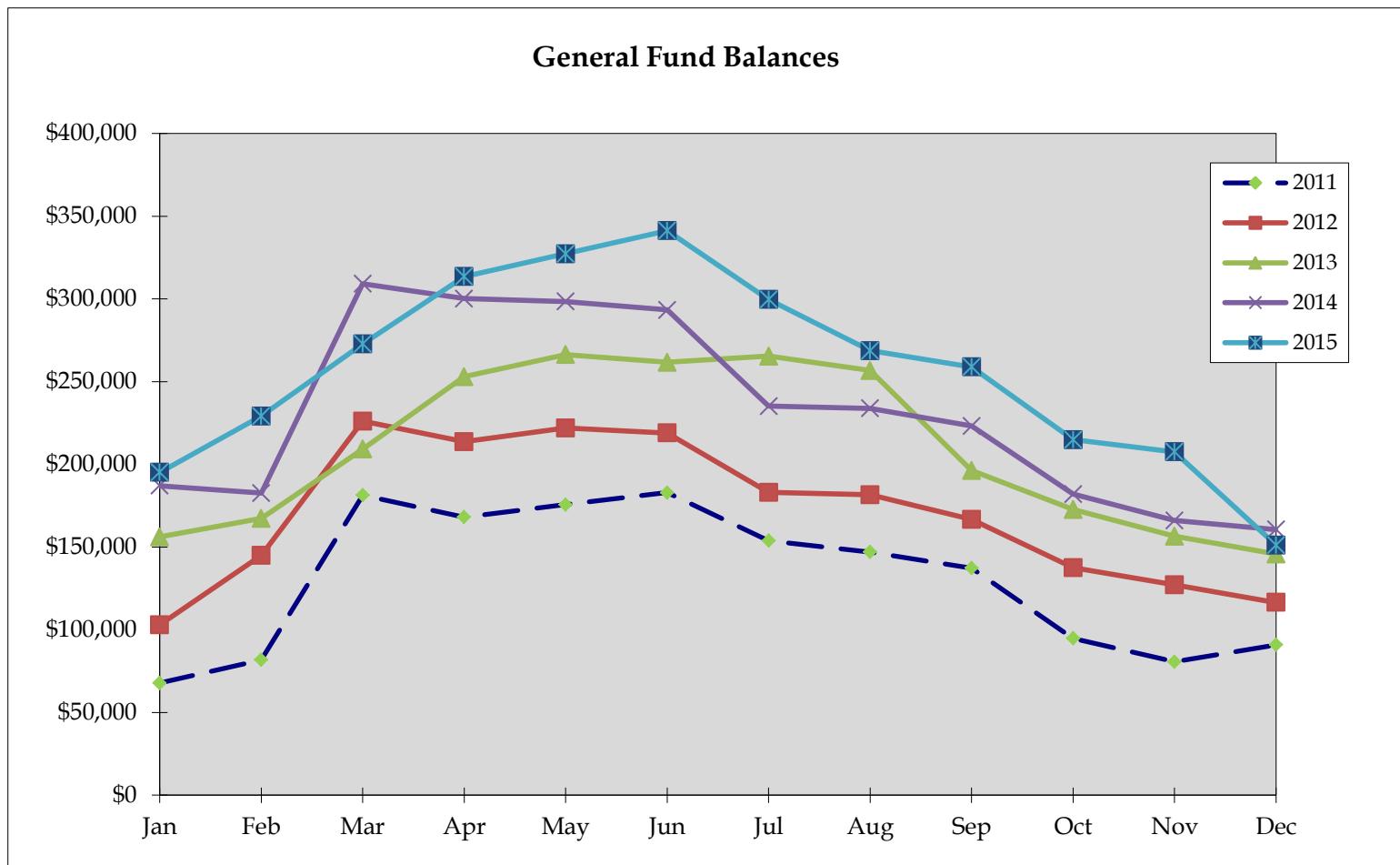
	Dec 15	Jan - Dec 15	Budget	\$ Over Budget	% of Budget	After Special Vote			Special Vote
						Budget	\$ Over Budget	% of Budget	
Capital Expenses/Projects									
Capital Improvements	46,687.69	46,687.69							
Total Capital Expenses/Projects	46,687.69	46,687.69							
Miscellaneous									
Administrative costs									
Banking Costs	0.00	33.00	50.00	-17.00	66.0%				
Computer	0.00	148.87	200.00	-51.13	74.44%				
Office Equipment/Furnishings	0.00	519.02	200.00	319.02	259.51%				
Office Supplies	0.00	243.04	425.00	-181.96	57.19%				
Postage and Delivery	148.85	721.04	850.00	-128.96	84.83%				
Printing and Reproduction	132.61	1,224.99	1,500.00	-275.01	81.67%				
Telephone	161.71	1,954.63	1,000.00	954.63	195.46%				
Total Administrative costs	443.17	4,844.59	4,225.00	619.59	114.67%				
Contributions - Note 2 Fin Comm	1,000.00	2,451.68	2,300.00	151.68	106.6%	\$6,980	-\$4,528	35.12%	\$1,480
Property Taxes	0.00	4,730.14	5,500.00	-769.86	86.0%				
Total Miscellaneous	1,443.17	12,026.41	12,025.00	1.41	100.01%				
Total Expense	63,341.33	374,703.31	329,375.00	45,328.31	113.76%				
Net Ordinary Income	-58,456.86	0.00	34,103.00	-34,103.00	0.0%				

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Cash Basis

**Mt. Gretna Campmeeting
Profit & Loss Budget vs. Actual**

January through December 2015

	Dec 15	Jan - Dec 15	Budget	\$ Over Budget	% of Budget	After Special Vote	\$ Over	Budget	% of Budget	Special Vote
Other Income/Expense										
Other Income										
Designated Funds										
Capital Project Fund	46,688.32	46,689.51								
Motor Vehicle Fund (Fin Comm)	-29,748.48	-29,732.01								
Tree Maintenance Fund	0.00	2,390.00								
Total Designated Funds	<u>16,939.84</u>	<u>19,347.50</u>								
Restricted Funds										
Heritage Fest'l (Comm Act Comm)	0.11	-568.29					-\$3,200	\$2,632	17.76%	\$3,200
Marlin & Nancy Seiders Memorial										
Lois Hopkins memorials	0.00	30.00					-\$450	\$480	-6.67%	\$450
Marlin & Nancy Seiders Memorial - Other	<u>2.02</u>	<u>20.98</u>								
Total Marlin & Nancy Seiders Memorial	<u>2.02</u>	<u>50.98</u>								
Playground Fund (Recreatn Comm)	<u>0.45</u>	<u>567.06</u>								
Total Restricted Funds	<u>2.58</u>	<u>49.75</u>								
Total Other Income	<u>16,942.42</u>	<u>19,397.25</u>								
Net Other Income	<u>16,942.42</u>	<u>19,397.25</u>	<u>0.00</u>	<u>19,397.25</u>	<u>100.0%</u>					
Net Income	<u>-41,514.44</u>	<u>19,397.25</u>	<u>34,103.00</u>	<u>-14,705.75</u>	<u>56.88%</u>					



Restricted Fund Balances

Heritage Festival Fund	\$6,274
Marlin & Nancy Seiders Fund	\$42,096
Playground Improvement Fund	\$15,622

Designated Fund Balances

Motor Vehicle Fund	\$4,819
Capital Project Fund	\$68,188

Late & Delinquent Accounts

As of 31-Dec-15

	Prior Years	2015	Total
Property Assessments	\$0.00	\$1,670.37	\$1,670.37
Rentals	\$0.00	\$0.00	\$0.00
Misc.	\$0.00	\$75.00	\$75.00
			<hr/> \$1,745.37