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MAY MEETING AGENDA

Tuesday, May 26, 2026 ▪ Time, 6:30 p.m.

recorded ZOOM™ Session

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. CALL TO ORDER 2. ROLL CALL 3. APPROVAL OF MINUTES <ol style="list-style-type: none"> a. April 21, 2026 (Attached) 4. SECRETARY'S REPORT 5. PRESIDENT'S REPORT 6. TREASURER'S REPORT <ol style="list-style-type: none"> a. April Financial Reports (Attached) 7. COMMITTEE REPORTS <ol style="list-style-type: none"> a. Finance Committee Report (attached) <ol style="list-style-type: none"> i. Restricted & Designated Fund Policy - edit b. Property Ownership Committee c. Executive Committee (Attached) <ol style="list-style-type: none"> i. Sale of Garage E7 d. Tree Health & Maintenance Committee (Attached) <ol style="list-style-type: none"> i. Tree Removal Application - 301 7th ii. Tree Removal Application - 502 6th e. Buildings & Grounds <ol style="list-style-type: none"> i. April B&G Meeting Notes (Attached) ii. Leaf Collection Policy - edit f. Communications Committee g. Grants & Funding Committee h. Policy & Procedure Committee (Attached) <ol style="list-style-type: none"> i. MGCA Property Preservation & Alteration Policy ii. 1st Reading - Rules & Regulations edits i. Tabernacle Association j. Nominating Committee k. Community Activities/Recreation Committee l. Library Committee m. Archive Committee (No Report) 8. OLD BUSINESS <ol style="list-style-type: none"> a. 9. NEW BUSINESS <ol style="list-style-type: none"> a. Formal announcement: 1st Reading of Rules & Regulations to edit Rules 10, 13, and 17 b. Motion: Bylaw changes - not by statute committed exclusively to membership vote. Documents available on mgca.org / Bylaws, Rules, Policies / Charter & Bylaws c. Motion: Leaf Policy Collection - edit d. Motion: Restricted & Designated Fund Policy - edit e. Motion: MGCA Property Preservation & Alteration Policy - proposed new f. Motion: Motion to move forward with selling MGCA Garage E7 g. Motion: Tree Removal Permit - 301 7th h. Motion: Tree Removal Permit - 502 6th 10. ADJOURNMENT | <p>P. Wilmsen
M. Lloyd
M. Lloyd

M. Lloyd
P. Wilmsen

K. Burd

K. Burd

K. Burd

P. Wilmsen

M. Bojanic

K. Wells
T. Martin
T. Martin

T. Martin
E. Mefferd
N. Godfrey
S. Marisic
D. Miller</p> |
|---|---|



Board of Managers

MAY MEETING AGENDA

Tuesday, May 26, 2026 ▪ Time, 6:30 p.m.
recorded ZOOM™ Session

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

DRAFT



Tuesday, April 21, 2026

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers held on Tuesday evening, April 21, 2026, Pat Wilmsen presided.

A quorum was present at the Zoom meeting including the following: Ann Bering, Miles Bojanic, Stephanie Bost, Kevin Burd, Joe Lamont, Marcie Lloyd, Ted Martin, Esther Mefferd, Jeff Minnich, Kevin Wells, and Pat Wilmsen. Miles Bojanic joined at 6:33.

24 Households and one guest attended via Zoom.

1) Call to Order, Pat Wilmsen

Pat Wilmsen 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 March 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 March 17, 2026, minutes were approved on a motion by Ted Martin. The motion was seconded by Joe Lamont and passed with Bering, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor.

3) Secretary's Report

No report.

4) President's Report

The President's report was made available with the monthly meeting packet and was read at the meeting. The major talking points were:

- Tabernacle repairs to the back walls are underway. The painting will start shortly. The stage replacement is also underway.
- The Bartlett tree survey should start in May.
- The walkaround with the Falcon Group who are doing our Reserve Study is complete. The results of the survey should arrive within a month.
- Several members have expressed their concern about rising costs and projects which might be unnecessary which keep their assessments higher than they would have to be. Pat addressed some of those concerns and mentioned that the Board was pursuing hiring a grant writer/fundraiser to raise additional funds to relieve some of the burden on the community.
- Several members have expressed their concern about the status of the Mt. Gretna Tabernacle Association and the Bible Festival. Pat stated that no member of the Board wants to eliminate either organization which are an integral part of our history, our heritage, and non-profit fundraising abilities.
- A quorum was not reached for the 1st Special Meeting; a 2nd attempt has been scheduled for Tuesday, May 26. Pat pointed out that there would be two votes, as required by the Bylaws Article XIV. The first vote would be for all the membership to address the quorum change, the second vote would be for the Board to address the other changes. There was also a further correction made to Article VIII Section 2 to make it clear that the Mt. Gretna Tabernacle Association is a fundraising arm for the Tabernacle Association and the Tabernacle.
- The Executive Committee approved to motions to start work on the Tabernacle so that the work could start as soon as possible. Copies of those motions are included under New Business.

5) Treasurer's Report

a) The March balance sheet, income/expense report, budget year-end report, and fund/project report were



- shared with the Board prior to the meeting and were part of the published meeting packet.
- b) Are monitoring the bank balances to consider moving more to a higher interest CD.
 - c) Income from assessments is still coming in. 160 assessments out of the 240 have been paid.
 - d) No expenses are out of the ordinary or unexpected. There is an expense for the replacement of the fence at Heritage Park, but there will be a large portion of this project financially supported by West Cornwall Township.

Committee Reports

a) **Finance Committee – Kevin Burd**

No meeting, noreport.

b) **Property Ownership Committee – Kevin Burd**

1. 303 2nd Street was sold.
2. Currently there are 40 short-term rental permits issued, or 56% of the allowable permits.

c) **Executive Committee**

The Executive Committee is introducing a standard template for all committees to use for their committee reports.

d) **Tree Health & Maintenance**

There will be a Tree Removal Permit presented under New Business. The MGUMC requested that a tree on MGCA property be taken down because it is dripping sap on their solar panels. Bartlett Tree reviewed the tree and stated the sap problem was due to improper pruning which has left open wounds on the tree. The tree might be able to survive with regular treatments, but they recommend removing and replacing the tree at this time.

e) **Buildings & Grounds –Chair, Miles Bojanic**

1. The B&G April meeting report was made available to the Board and to the Membership prior to the evening's meeting. Miles encouraged Members to read the meeting notes as many upcoming projects affecting the community were discussed.
2. There have been some problems with the library building's ramp. The ramp has been removed and a temporary access has been put in place.

f) **Communications Committee – Kevin Wells & Marcie Lloyd**

No report.

g) **Grants & Funding – Ted Martin**

The new fans are being installed in the Tabernacle due to the generosity of the Greater Harrisburg Community Foundation, Larry McKenna, and several anonymous donors.

h) **Policy & Procedure – Ted Martin**

Meeting later this month to discuss some pending issues.

i) **Tabernacle Association – Ted Martin, Esther Mefferd**

1. Ted Martin reiterated that there has never been discussion for the MGCA to disassociate itself either from the Mt. Gretna Tabernacle Association or the Bible Festival. All discussions about both the MGTA and the Bible Festival have been to determine how both organizations can continue to function within the MGCA to continue to function as they have historically.
2. The MGTA did discuss the Tabernacle projects already referred to, is in agreement with the projects, and will be supporting the projects.

j) **Nominations Committee – Esther Mefferd**

No report.

k) **Community Activities & Recreation Committees – Nate Godfrey**

The committee has lots of activities planned for the spring, summer, and fall. All events and their details are posted on the MGCA website calendar as well as the greater Mount Gretna calendar.



l) **Library Committee –Sally Marisic**

No report.

m) **Archive Committee – Don Miller**

No report.

6) Unfinished Business

None

7) New Business

a) The following motion was passed by the Executive Committee on April 6, 2026.

In consideration that the Tabernacle currently faces several significant repair and restoration challenges, I, Miles Bojanic, make one motion to move forward the projects enumerated below. Each project listed will be supported by funding from the Mt. Gretna Tabernacle Association and managed by the Mt. Gretna Campmeeting Association. Ongoing fundraising efforts from the Tabernacle Association and organizations supporting Tabernacle usage and performances will be used to support this and other related projects:

1. First to approve the Triumph Transformation proposal for \$52,000 to remodel and enlarge performance space on the Tabernacle stage.
2. Secondly, to approve the Tabernacle Restoration proposal from Ravenwood Restoration for \$4,000 to repair Tabernacle exterior water damage to the building's western façade which faces the intersection of Third Street and Otterbein Avenue.
3. Finally, to approve True Artisan Painters to repaint the outside of the Tabernacle at a cost to be no more than \$12,000.

In closing, all efforts are being undertaken to engage the community and other Tabernacle-associated organizations in fundraising for upkeep and maintenance of the building. Grants are also actively pursued regularly. Individual community donations are always encouraged and can be made through the Tabernacle Association. **Resolution 2026.04.06-01**

b) Kevin Burd made a motion to approve the Tree Removal Permit submitted by the Mt. Gretna United Methodist Church, requesting permission for the MGUMC to pay to take down a failing tree from MGCA property. This permission is conditional upon the following:

- The MGUMC must grind out the stump so that a tree can be planted in the same location,
- The MGUMC must replant either a Service Berry or Hornbeam tree,
- The MGUMC is responsible to assure the tree thrives, and
- If the tree fails to thrive, the MGUMC must plant another tree.

The motion was seconded by Minnich and passed with Bering, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2026.04.21-01**

c) Joe Lamont made a motion to release \$16,700 from the MGCA Designated Garage Fund to repair the garage doors of the west side garages (W1-W5). The work is to be completed by the end of 2026. The motion was seconded by Minnich and passed with Bering, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2026.04.21-02**

d) Joe Lamont made a motion to release \$7,000 from the MGCA Designated Garage Fund to repair the garage wall surface of the west side garages (W1-W5). The work is to be completed by the end of 2026. The motion was seconded by Minnich and passed with Bering, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2026.04.21-03**



- e) The Seiders Fund was donated to the community in 2007. A good portion of this undesignated fund has been used in the community.
Jeff Minnich made a motion to release the balance of the Seiders Fund to be used towards the replacement of the Tabernacle stage. The motion was seconded by Martin and passed with Bering, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2026.04.21-04**
- f) Ted Martin made a motion to approve creating a 1099-contractor position for a Grant Writer / Fundraiser for up to 20 hours per week to be funded by the DEP grant. The motion was seconded by Lamont and passed with Bering, Bojanic, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2026.04.21-05**

8) Adjournment

The meeting adjourned at 6:33 p.m. on a motion by Kevin Burd, seconded by Jeff Minnich and passed unanimously.

The next regular meeting will be held Tuesday, May 26, 2026, at 6:30 p.m.

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

ADDENDUM

On April 22 and 23, Pat Wilmsen made a motion via email to amend Resolution 2026.04.06-01 as follows:

To approve the Tree Removal Permit submitted by the Mt. Gretna United Methodist Church, requesting permission for a failing tree to be taken down from MGCA property, with the expense of removal to be equally shared by the MGCA and the MGUMC with the following conditions:

- The MGUMC must replant either a Service Berry or Hornbeam tree in the same location if the stump can be removed,
- The MGUMC is responsible to assure the tree thrives, and
- If the tree fails to thrive, the MGUMC must plant another tree.

The motion was seconded by Martin and passed with Bering, Bojanic, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. **Resolution 2026.04.21-01**

Secretary

Chairman



In attendance:

Members in Person:

The April Meeting was Zoom only

Members on Zoom:

Ed & Linda Beck, 114 Otterbein Ave.
Geraldine Benseman, 611 4th St.
Joseph Bering, Jr., 305 8th St.
Don Bowman, MGUMC Church
Pat Brosious, 203 Boehm Ave.
Linda Campbell, 402 Glossbrenner Ave.
Paul & Tammy Friendshuh, 209 Mills Ave.
Jeffrey Hazel, 602 Kephart Ave.
Margaret Hopkins, 505 Glossbrenner Ave.
Janelle Kuligowski, 309 8th St.
Peggy Lichty, 205 Castle Ave.

Bill Linton, 211 7th St.
Dave Lloyd, 403 1st St.
Tim Markovitz, 501 Otterbein Ave.
Don Miller, 610 4th St.
Stephanie Seldomridge, 105 2nd St.
Christopher Sides, Guest of the MGUMC
Ben Slotznick, 507 3rd St.
Janine Tiffany, 107 2nd St.
Jeff Thompson, 207 Glossbrenner Ave.
Paul Trella, 209 Weaver Ave.
Robin Welte, 505 3rd St.
Garey Wilmsen, 301 Bell Ave.
Jan Wolff, 211 8th St.
Scott Zellers, 1st Garage

Attachments:

None

DRAFT

Mount Gretna Campmeeting
Balance Sheet
As of April 30, 2026

Cash Basis

	Apr 30, 26
ASSETS	
Current Assets	
Checking/Savings	
Checking Account - Jonestown	72,019
Shadow	455,410
JBT CD Water Tower	162,700
JBT CD 2025.03.14	409,037
PV Pass Through	8,101
Total Checking/Savings	1,107,268
Accounts Receivable	
Accounts Receivable	-2,565
Total Accounts Receivable	-2,565
Other Current Assets	
Inventory Asset	
MGCA Historical Plaque	676
Total Inventory Asset	676
Undeposited Funds	1,069
Total Other Current Assets	1,746
Total Current Assets	1,106,449
TOTAL ASSETS	1,106,449
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-6,618
Credit Cards	9,106
Other Current Liabilities	
Payroll Liabilities	112
Total Other Current Liabilities	112
Total Current Liabilities	2,600
Total Liabilities	2,600
Equity	
Net Assets- Temp. Restricted	
Net Assets- Temp Rest Playground	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	411,699
Net Income	391,093
Total Equity	1,103,849
TOTAL LIABILITIES & EQUITY	1,106,449

Mount Gretna Campmeeting Income & Expense April 2026

Cash Basis

	Community Maintenance	Overhead	TOTAL
Ordinary Income/Expense			
Income			
Assessments			
Home	33,272	0	33,272
Prior Year Assessment Payments	500	0	500
Total Assessments	33,772	0	33,772
Donations OUTSIDE MGCA ONLY	0	0	0
Interest Income	0	2,529	2,529
Miscellaneous Receipts	-276	275	-1
Rentals			
Garage	82	0	82
Total Rentals	82	0	82
Total Income	33,579	2,804	36,382
Gross Profit	33,579	2,804	36,382
Expense			
Administrative costs	235	2,078	2,313
Buildings & Grounds			
Maintenance Expense	-12,955	0	-12,955
Operating Expense			
Dues & Subscriptions	9	0	9
Electric	173	0	173
Equipment Purchase	444	0	444
Fuel & Oil	258	0	258
General Supplies	250	0	250
Grounds Maintenance	625	0	625
Parking & Roads	1,694	0	1,694
Snow Removal	78	0	78
Total Operating Expense	3,531	0	3,531
Total Buildings & Grounds	-9,424	0	-9,424
Utilities (B&G)			
Garbage	6,343	0	6,343
Sewer	51,678	0	51,678
Street Lights	2,364	0	2,364
Water Rate			
Loan Repayment	7,156	0	7,156
Water Production	4,761	0	4,761
Total Water Rate	11,917	0	11,917
Total Utilities (B&G)	72,302	0	72,302
Community Activities			
Heritage Festival	550	0	550
Total Community Activities	550	0	550
Personnel	7,083	5,280	12,363
Property Taxes	0	1,584	1,584
Trees			
Health & Maintenance	1,726	0	1,726
Total Trees	1,726	0	1,726
Total Expense	72,472	8,942	81,414
Net Ordinary Income	-38,893	-6,138	-45,032
Net Income	-38,893	-6,138	-45,032

Mount Gretna Campmeeting Income & Expense Budget vs. Actual January through April 2026

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - A...	Budget	% of B...	Jan - A...	Budget	% of B...	Jan - A...	Budget	% of Budget
Ordinary Income/Expense									
Income									
Admin Fee Reimbursement	0			475			475	0	100%
Assessments									
Garage	3,641			0			3,641	0	100%
Home	639,038	862,080	74%	0			639,038	862,080	74%
Penalties	133			292			425	0	100%
Prior Year Assessment Payments	1,000			500			1,500	0	100%
Total Assessments	643,812	862,080	75%	792			644,604	862,080	75%
Donations OUTSIDE MGCA ONLY	0			0			0	0	0%
Interest Income	0			8,852	10,000	89%	8,852	10,000	89%
Miscellaneous Receipts	-276			379	500	76%	104	500	21%
Rental Permit Fee	0	3,375	0%	0			0	3,375	0%
Rentals									
Kauffman Parking Lot	6,000	6,000	100%	0			6,000	6,000	100%
Garage	15,832	16,800	94%	0			15,832	16,800	94%
Parking	7,045	6,545	108%	0			7,045	6,545	108%
Pavilion/Kitchen	0	400	0%	0			0	400	0%
Security Deposits	200			0			200	0	100%
Storage Sheds	5,400	5,400	100%	0			5,400	5,400	100%
Tabernacle	1,200	2,000	60%	0			1,200	2,000	60%
Total Rentals	35,677	37,145	96%	0			35,677	37,145	96%
Total Income	679,214	902,600	75%	10,498	10,500	100%	689,712	913,100	76%
Gross Profit	679,214	902,600	75%	10,498	10,500	100%	689,712	913,100	76%

Mount Gretna Campmeeting Income & Expense Budget vs. Actual January through April 2026

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - A...	Budget	% of B...	Jan - A...	Budget	% of B...	Jan - A...	Budget	% of Budget
Expense									
Administrative costs	486	720	68%	6,241	20,453	31%	6,727	21,173	32%
Buildings & Grounds									
Maintenance Expense	482	10,300	5%	0			482	10,300	5%
Operating Expense									
Dues & Subscriptions	105			0			105	0	100%
Electric	848			0			848	0	100%
Equipment Purchase	570			0			570	0	100%
Fuel & Oil	757			0			757	0	100%
General Supplies	3,243			0			3,243	0	100%
Grounds Maintenance	889			0			889	0	100%
Parking & Roads	1,694			0			1,694	0	100%
Pest Control	351			0			351	0	100%
Rentals	42			0			42	0	100%
Snow Removal	8,236			0			8,236	0	100%
Operating Expense - Other	0	41,000	0%	0			0	41,000	0%
Total Operating Expense	16,735	41,000	41%	0			16,735	41,000	41%
Buildings & Grounds - Other	0			0			0	0	0%
Total Buildings & Grounds	17,217	51,300	34%	0			17,217	51,300	34%
Utilities (B&G)									
Garbage	19,030	78,895	24%	0			19,030	78,895	24%
Sewer	98,882	202,957	49%	0			98,882	202,957	49%
Street Lights	9,275	27,827	33%	0			9,275	27,827	33%
Water Rate									
Loan Repayment	28,623	85,920	33%	0			28,623	85,920	33%
Water Production	23,630	70,080	34%	0			23,630	70,080	34%
Total Water Rate	52,253	156,000	33%	0			52,253	156,000	33%
Total Utilities (B&G)	179,440	465,679	39%	0			179,440	465,679	39%
Community Activities									
Movie Nights	2,526	2,000	126%	0			2,526	2,000	126%
Heritage Festival	550			0			550	0	100%
Picnic	0	400	0%	0			0	400	0%
Total Community Activities	3,076	2,400	128%	0			3,076	2,400	128%
Community Library	6	500	1%	0			6	500	1%
Contributions - Note 2 Fin Comm	0			1,050	2,500	42%	1,050	2,500	42%
Personnel	29,994	98,258	31%	26,723	72,702	37%	56,717	170,960	33%

Mount Gretna Campmeeting
Income & Expense Budget vs. Actual
 January through April 2026

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - A...	Budget	% of B...	Jan - A...	Budget	% of B...	Jan - A...	Budget	% of Budget
Professional Fees									
Accounting	0			0	3,600	0%	0	3,600	0%
Insurance	0			5,501	17,736	31%	5,501	17,736	31%
Legal Fees	0			624	10,000	6%	624	10,000	6%
Survey	0	3,000	0%	0			0	3,000	0%
Total Professional Fees	0	3,000	0%	6,125	31,336	20%	6,125	34,336	18%
Property Taxes	0			1,584	7,178	22%	1,584	7,178	22%
Transfer to Fund/Project Net 0	113,000	113,000	100%	0			113,000	113,000	100%
Trees									
Health & Maintenance	1,726	37,527	5%	0			1,726	37,527	5%
Stump Removal	0	1,500	0%	0			0	1,500	0%
Tree Removal	2,975	5,000	60%	0			2,975	5,000	60%
Total Trees	4,701	44,027	11%	0			4,701	44,027	11%
Total Expense	347,920	778,884	45%	41,724	134,169	31%	389,644	913,053	43%
Net Ordinary Income	331,294	123,716	268%	-31,226	-123,669	25%	300,067	47	638,441%
Net Income	<u>331,294</u>	<u>123,716</u>	<u>268%</u>	<u>-31,226</u>	<u>-123,669</u>	<u>25%</u>	<u>300,067</u>	<u>47</u>	<u>638,441%</u>

Restricted & Designated Fund Activity

	Balance as of <u>3/31/2026</u>	Activity during: <u>April</u>	Balance as of <u>4/30/2026</u>
Restricted Funds			
Community Activities Fund	\$5,239	\$0	\$5,239
Community Projects Fund	\$2,500	\$0	\$2,500
DEP Grant	\$29,397	\$0	\$29,397
Heritage Festival	\$15,577	\$0	\$15,577
Library Program Fund	\$1,844	(\$194)	\$1,650
Designated Funds			
Operating Reserve	\$221,760	\$0	\$221,760
Seiders Fund	\$20,843	(\$15,000)	\$5,843
Survey Fund	\$7,361	\$0	\$7,361
Tree Fund	\$25,574	\$0	\$25,574
Capital Projects			
B&G Emergency Reserve	\$23,549	\$0	\$23,549
Building: Garages.Sheds (Rentals)	\$31,774	\$0	\$31,774
Buildings	\$118,961	\$0	\$118,961
Total Buildings:	<u>\$150,735</u>		<u>\$150,735</u>
Equipment	\$69,132	(\$7,519)	\$61,614
Land: Heritage Park	\$17,048	\$0	\$17,048
Linear Structures	\$106,059	\$0	\$106,059
Structures		\$0	
Water Operations			
Water Operations: General	\$9,250	\$0	\$9,250
Water Operations: Mains	\$22,397	\$0	\$22,397
Water Operations: Pump House	\$7,682	\$0	\$7,682
Water Operations: Maintenance Program	\$5,441	\$0	\$5,441
Water Operations: PENNVEST Principal	\$66,872	\$0	\$66,872
Total Water Operations:	<u>\$111,642</u>		<u>\$111,642</u>

Committee Report

Brief overview of meeting and key activities

Committee Name: Finance
Meeting held on: 5/12/2026
Key topics discussed: •
Work completed: •

Current Status of Projects / Assignments (if more than four attach additional form)

Project / Task 1: Delinquent Assessment Collections
Status: In Progress
Update: We're at about 75% collection at the current year's assessments. There are 2 outstanding prior year assessments that are in the hands of our attorney and have upcoming court hearings. There is 1 outstanding prior year assessment that is current with monthly payments.

Issues or risks if any:

Project / Task 2: Restricted/Designated Fund Policy
Status: In Progress
Update: Some clarification changes have been proposed for the fund policy. They have been reviewed by Policy & Procedure and will be presented to the Board for a vote at the next board meeting.

Issues or risks if any:

Project / Task 3: Annual 990 and accountant's review
Status: In Progress
Update: The MGCA accounting firm has completed their draft of our annual review and 990 filing. Kevin and Debby are in the process of reviewing these forms and getting questions back to the firm. We expect the final copies to be issued within a few weeks. The 2025 review will then be posted to the website.

Issues or risks if any:

Project / Task 4:
Status:
Update:
Issues or risks if any:

Decisions Made by Committee (if applicable)

Motion/Decision:
Outcome:
Vote (if applicable):

Recommendations to the Board (if more than two attach additional form)

Recommendation: Approval of proposed changes to the Restricted/Designated Fund Policy

Rationale (brief explanation): To improve the clarity of donor intentions and give the Board the right to refuse donations.

Example motion wording:

Recommendation:

Rationale (brief explanation):

Example motion wording:

Items Requiring Board Direction

List unresolved issues needing clarification: •

Next Steps

Next Meeting: 6/9/2026

Work/Goals for next meeting: •

Attachments

List any attachments such as documents, plans, etc. •

Submitted by: Deborah Erb



Mt. Gretna Campmeeting Association Restricted & Designated Fund Policy

Purpose:

The purpose of the policy is to provide guidelines for Board Members, Committee Chairs/Members, and MGCA Staff Members on the administration and use of Designated Funds.

Definitions:

A restricted fund is one which has been set aside for a specific purpose and cannot be used for other expenses. Typically, the donor will restrict their donation.

A designated fund is one which has been set aside for a specific purpose or activity but can be used for other expenses. Monies are typically added to designated funds through the MGCA annual budget process, or by voting a transfer of funds from one fund to another.

Policy Detail:

1. Unrestricted Donations

a. Unrestricted donations may be applied to the current year's annual budget or placed in a designated fund.

2. Restricted Funds

a. In general, the Board will ask all donors to state what they want their donations to be used for. The Board does not have to accept restricted donations.

b. If funds are deposited into a restricted fund by either a donor or by vote of the Board of Managers, these funds may not be used for any other purpose.

b.c. Expenditures from a Restricted Fund may be made as follows:

- i. No approval is required for expenditures from a Restricted Fund with a balance of \$1,000 or less.
- ii. Up to 15% of the Restricted Fund may be used for its stated purpose.
- iii. If a single expenditure is more than 15% of the fund, a vote by the Finance Committee or the Board of Managers is required.

3. Designated Funds

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- a. Deposits may be made into designated funds in various ways. Some of them are:
 - i. Unrestricted donation,
 - ii. As part of the annual budget process, or
 - iii. As a transfer from one designated fund to another designated or restricted fund by vote of the Board of Managers.
- b. Designated Fund contributions that are made as part of the annual budget process must be justified by specified future projects and plans.
- c. Expenditures from a Designated Fund may be made as follows:
 - i. No approval is required for expenditures from a Designated Fund with a balance of \$1,000 or less.
 - ii. Up to 15% of the Designated Fund may be used for its stated purpose.
 - iii. If a single expenditure is more than 15% of the fund, a vote by the Finance Committee or the Board of Managers is required.

3.4 Cross-Spending of Funds

- a. Funds collected must be used for their stated purpose. However, with proper approval, it is permissible for Designated Funds to “borrow” from one another if “paid back” within one year.

Discretionary Power: Finance Committee

Dates: Adoption: April 15, 2025
Revision:
Rescission:

Committee Report

Brief overview of meeting and key activities

Committee Name: Executive
Meeting held on: 5/12/2026
Key topics discussed: •
Work completed: •

Current Status of Projects / Assignments (if more than four attach additional form)

Project / Task 1: Garage E7 – Sell?
Status: In Progress
Update: If we keep the garage as a rental, it will need to be torn down and rebuilt. The consensus of the committee is to move forward with selling the property. They will explore various ways of selling the property and ask the Board for a vote to move forward.

Issues or risks if any:

Project / Task 2: Permanent Office Location
Status: In Progress
Update: Pat asked for Exec input on a possible location for a permanent office. Of the various ideas she had heard, the one she asked the Execs to consider was the 2nd floor of the Tabernacle. The advantages were that the non-profit arm of the Campmeeting (the MGTA) could use used to raise funds for renovations, there is already a bathroom, there is plenty of room for office space on the 2nd floor, and the Violet Cassel room is already set up to be a small conference room, similar to what we have now. It is also the location of the original office. The back part of the building would need to be framed/supported/winterized. It would be done in the current space; it would not involve expanding the building. The Execs agreed to move forward with getting some architectural design drawings done as a precursor to getting quotes on the work. Miles will contact Bill Barlow

Issues or risks if any:

Project / Task 3: Candidate for Fundraiser Position
Status: In Progress
Update: Pat and Ted are interviewing a candidate on May 15. The Execs also discussed various fundraising platforms and agreed that they would wait until they hired a contractor and would let them have input into which fundraising platform they wanted to use, if any.

Issues or risks if any:

Project / Task 4: Reserve Study with Falcon Group
Status: In Progress

Update: Still no update. Miles has been in regular contact with the Falcon Group.

Issues or risks if any:

Project / Task 5: Noise complaints re 311 6th St mini-split

Status: In Progress

Update: The unit is not violating current MGCA rules. The Execs agreed to check with West Cornwall Township to see if there were any violations there, and ask Debby to contact owner again to bring to their attention.

Issues or risks if any:

Decisions Made by Committee (if applicable)

Motion/Decision:

Outcome:

Vote (if applicable):

Recommendations to the Board (if more than two attach additional form)

Recommendation: Sell garage E7 rather than rebuild.

Rationale (brief explanation):

Example motion wording:

Recommendation:

Rationale (brief explanation):

Example motion wording:

Items Requiring Board Direction

List unresolved issues needing clarification: •

Next Steps

Next Meeting: 6/9/2026

Work/Goals for next meeting: • Miles – Bill Barlow, Tabernacle Office

Attachments

List any attachments such as documents, plans, etc. • Garage survey

Submitted by:

Deborah Erb

Committee Report

Brief overview of meeting and key activities

Committee Name: Tree Health & Maintenance

Meeting held on:

Key topics discussed:

Work completed:

- Received two tree removal requests.
- Committee had two working sessions in the Community Garden. Working to remove some of the invasive species and cleaning up the walking path so Members can enjoy a stroll through the garden.
- There is one more working session on May 21 starting at 2pm. Please join us if you can.

Current Status of Projects / Assignments (if more than four attach additional form)

Project / Task 1: Bartlett Tree Inspection

Status: Not Started

Update: Waiting to hear from Bartlett for exact start date.

Issues or risks if any:

Project / Task 2:

Status:

Update:

Issues or risks if any:

Project / Task 3:

Status:

Update:

Issues or risks if any:

Project / Task 4:

Status:

Update:

Issues or risks if any:

Decisions Made by Committee (if applicable)

Motion/Decision:

Outcome:

Vote (if applicable):

Recommendations to the Board (if more than two attach additional form)

Recommendation:

Rationale (brief explanation):

Example motion wording:

Recommendation:
Rationale (brief
explanation):
Example motion
wording:

Items Requiring Board Direction

List unresolved issues •
needing clarification:

Next Steps

Next Meeting: 5/21/2026
Work/Goals for next • Working session in community garden
meeting:

Attachments

List any attachments •
such as documents,
plans, etc.

Submitted by: Pat Wilmsen



Tree Removal Permit

1. Member Name(s)*

Paul Friendshuh

2. Member Phone:

215-651-7845

3. Property Address of tree location*

209 Mills Avenue

4. Is the purpose of your application:*

- To report concerns about a tree
- To request to remove a tree from my property

5. Plot plan of tree location. Can be a drawing or a survey. Upload drawing here.*

[IMG_7370.jpg](#)



6. Is the tree showing signs of life?*

No

Yes

7. Please attach any pictures of tree.

[IMG_7370.jpg](#)



8. By submitting this application, I agree that I will have the remaining stump ground and will replant a native tree (see approved list on website) that is at least five (5) feet tall. If the tree is removed between October and March, the replacement tree must be planted by the end of April, otherwise the replacement tree must be planted within 90 days of removal. If for some reason the tree cannot be replanted in the same spot, I agree to plant the tree somewhere else designated by the Tree Committee.



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

10. 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 is scheduled to remove the tree.





Tree Removal Permit

1. Member Name(s)*

Justin and Julie Webb

2. Member Phone:

814.934.2369

3. Property Address of tree location*

502 6th Street

4. Is the purpose of your application:*

- To report concerns about a tree
- To request to remove a tree from my property

5. Plot plan of tree location. Can be a drawing or a survey. Upload drawing here.*

[502 6th Street Tree.png](#)



6. Nature of tree concern:

Tree is leaning into house. Insurance company is requesting its removal to continue coverage.

May 4, 2026 – 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, Stephanie Bost, Nate Godfrey, Joe Lamont, Bill Linton, Doug Lorenzen, Bob Rader, Ben Slotznick (Via Zoom), Pat Wilmsen. Jeff Minnich was excused.

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

REPORTS

Superintendent Report – Nate Godfrey

1. Part-time summer staff has started to work again. All are busy with spring tasks, preparing the grounds for the summer.

Water Report

1. One of the pipes at the pump house has calcium built up that is almost blocking the pipe. The section of pipe will need to be replaced. The replacement pipe will be cleaned out on a regular basis to avoid this problem in the future.
2. Tri-Star indicated the sound alarm could be turned off without disconnecting the visual red flashing alarm.
3. The committee discussed Well #2 for a time and agreed that the correspondence related to the testing of Well #2 back in 2021 should be passed to the entire committee for their review.
4. The committee agreed to move forward to purchase the backup tank level indicator.

Building Permit Application Review

1. 505 7th Street submitted a building permit to dig out their basement, add an underground drain, and install a split air system for HVAC. The committee reviewed the application and agreed that the drawing attached to the application was not clear enough for them to evaluate the project and make a recommendation to the Board. The owners will be asked for a clear drawing that indicates the location of the drain they would like to add, the location of the oil tank, and the location of the mini split condenser unit.

MGCA Active Projects/Old Business

1. **DEP Source Water Protection Renewal:** The renewal form was supposed to be submitted by the end of March. Doug Lorenzen agreed to follow up with the Chautauqua and the Heights to move the renewal process forward.
2. **Tabernacle Capital Improvement Projects:** Approved Tabernacle projects are underway.
3. **Heritage Park Fence:** The vendor is experiencing delays in getting the fence in. The committee agreed the fence can be installed any time during the summer as the materials are available.
4. **Revision of Rule #13:** Miles updated the committee on the rule 13 revision. After input from Policy & Procedure input, it was agreed that taking a simple route was preferable. Are asking that the rule be revised to require all owners be able to identify their curb stop and ensure it is in working order, and ask members to sign an Emergency Access Authorization for the curb stops. The committee agreed with this approach.
5. **Water Bottle Fill Station:** Rather than rush an installation near the Library that we're not quite ready for, Miles proposed putting a water bottle fill station on the back of the Tabernacle. The committee agreed.
6. **Discussed Heritage Park Pavilion fundraising:** Committee agreed to put up fundraising documents for the summer events – concept plans, fundraising goals, etc. as we move forward to propose final design plans and then get final estimates.

7. **Culvert Grids:** The committee reviewed the estimate to put custom grids over the pipe ends. They decided not to move forward with that project unless it is required. Bill Linton will find out if it is required.
8. **Streetlights.** No update.
9. **Streetlight Outages:** No update.
10. **Capital Reserve Study.** Waiting for the Falcon Group to return their report.
11. **Pinch Road.** No update.
12. **Rental Garages:** No update.
13. **Historic Hand Pump Gazebos.** No update.
14. **3rd Street Water Main:** No update.

New Business

1. Stephanie Bost presented some matters to the committee that she would like the committee to consider improving.
 - a. Pillars – repointing and cleaning.
 - b. Garden spaces – consider working on Dogwood Park to establish borders and edging.
 - c. Walkways – what is the plan for the paths from the Library to 8th/Boehm?
 - d. Heritage Park Pavilion – consider a combination of the two different plans

Adjourn 8:10 p.m.



LISTED IN THE NATIONAL REGISTER
OF HISTORIC PLACES

Mt. Gretna Campmeeting Association

Leaf Collection Procedure

Purpose: To provide guidelines to the Membership for collection of leaves.

Procedure Detail:

1. Members are encouraged to leave leaves on the ground around the trees as much as possible. These leaves degrade to soil over time, providing much needed nutrients for the trees and groundcover to replace eroded soil.
2. Understanding that not all leaves can be left on the ground, the Mt. Gretna Campmeeting (MGCA) will provide the following leaf collection services:
 - a. The MGCA will collect loose leaf piles. Spring pickup weeks will be advertised in March communications and posted on the website calendar. Fall pickup will start mid-October and continue through November as advertised in October communications and posted on the website calendar. Leaves will be collected from piles next to the indicated driving streets every other week in rotation according to the published schedule (piles must not block traffic). A current year's map and schedule will be posted on the Campmeeting website, published in the Newsletter, and available from the office upon request. NOTE: Leaf piles must contain leaves, pine needles and pine cones only, **no sticks or other debris**.
 - b. Members are always welcome to take their leaves to the storage location behind the garages on the east side of 1st Street. These leaves must not be bagged, must be placed in the designated leaf stall, and may not contain anything but leaves, pine needles, and pine cones.

Discretionary Power: Buildings & Grounds Committee Chair

Dates: Adoption: September 06, 2022
Revision: February 25, 2026
Rescission:

Committee Report

Brief overview of meeting and key activities

Committee Name: Policy & Procedure
Meeting held on: 5/5/2026
Key topics discussed:

- Rule and Policy Updates

Work completed:

- Recommendations made and one proposal returned with questions

Current Status of Projects / Assignments (if more than four attach additional form)

Project / Task 1: Tweaks to Restricted & Designated Fund Policy
Status: In Progress
Update: Discussion in progress
Issues or risks if any: Will need to be edited to suit new formal development effort being undertaken

Project / Task 2: Tweaks to B&G Committee Description
Status: In Progress
Update: Description returned to committee with questions
Issues or risks if any:

Project / Task 3: Rule #17 – Quiet Hours & Quiet Season
Status: In Progress
Update: Recommendation on language sent to Executive Committee
Issues or risks if any: Community debate

Project / Task 4:
Status:
Update:
Issues or risks if any:

Decisions Made by Committee (if applicable)

Motion/Decision: Rule #17 – Quiet Hours & Quiet Season
Outcome: Approved
Vote (if applicable):

Recommendations to the Board (if more than two attach additional form)

Recommendation: To review recommended language
Rationale (brief explanation): Language recommendation based on recent community survey outcome
Example motion wording:

Recommendation:

Rationale (brief explanation):
Example motion wording:

Items Requiring Board Direction

List unresolved issues needing clarification: •

Next Steps

Next Meeting:
Work/Goals for next meeting: •

Attachments

List any attachments such as documents, plans, etc. •

Submitted by: Ted Martin



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OF HISTORIC PLACES

Mt. Gretna Campmeeting Association MGCA Property Preservation & Alteration Policy

Purpose:

To maintain the historic integrity of Campmeeting Association-owned and managed properties and to establish a clear record and process for alterations to those properties.

This policy is meant to be used to oversee Campmeeting Association-owned properties that are publicly used and available to the community.

Policy Detail:

All proposed structural changes, exterior modifications, additions, demolitions, reconstructions, or any alterations to buildings or structures or open spaces such as parks owned by the Mt. Gretna Campmeeting Association shall be subject to prior review and written approval as set forth in this policy.

No such work shall commence without final majority vote approval of the Campmeeting Board of Managers after careful consideration and recommendations of the appropriate committees. Proposals and plans should be well-documented and made available to the Archives Committee for historic record as necessary.

Alteration Review and Approval Process

Except as otherwise provided by this Policy, all applications for structural alterations shall be reviewed accordingly:

- Review and recommendation by the Buildings and Grounds Committee for the affected building or structure or open area; and
- Final review and approval by the Campmeeting Board.
- Recommended plans should be in writing.
- The Buildings and Grounds Committee must consult with committees responsible for property or space.

The designated committee shall evaluate the proposal and provide a written recommendation to the Board prior to final action.

Designated Committees

For purposes of process, designated committees shall include, but are not limited to:

- The Tabernacle Association - Responsible for the Tabernacle and its associated structural components
- The Library Committee - Responsible for the library building
- The Tree Committee – Responsible for some parks and grounds

- Such other building-specific committees as may be established or designated by the Campmeeting Board of Managers

Scope of Review

This policy applies to all work involving buildings or structures and open areas and parks, including but not limited to:

- Structural alterations or repairs affecting load-bearing or exterior integrity
- Changes to exterior architectural features, materials, or design elements
- Additions, expansions, enclosures, or modifications of building form or to open spaces
- Demolition, partial demolition, reconstruction or new addition of any structure
- Replacement of significant exterior components that affect historic appearance
- Lead testing and painting by a certified contractor
- Pavers and materials used in designated walkways and existing structures. Decorative additions to parks and open areas should at least be reviewed by the appropriate committee

Recordkeeping

This policy applies to written records and recordings of proposals, plans, and purchases attendant to the maintenance and alterations of Campmeeting-owned structures and open spaces. To ensure longterm consistency and maintain historic accuracy, records will be kept in the Campmeeting Office for 5 years and then turned over to the Archives Committee for proper storage and availability.

Authority of the Board

The Campmeeting Board of Managers shall retain final authority over all applications governed by this policy. Committee recommendations shall be advisory in nature unless otherwise formally approved by the Board.

The Board may approve, deny, or approve with conditions any application. All decisions of the Board shall be final within the governance structure of the Campmeeting Association.

Compliance

No structural work shall proceed without completion of the review process and majority vote approval by the Campmeeting Board of Managers.

Any unauthorized structural work shall be subject to corrective action as determined by the Board, which may include cessation of work, restoration to prior condition, or other remedial measures necessary to preserve the historic integrity of the structure and/or the open space or park.

Discretionary Power: Executive Committee

Dates: Adoption:

Revision:

Rescission:

Rule #10: Building Permits

~~(a) When building, remodeling, or renovating their properties, MGCA Members must obtain all required building permits and comply with all applicable building codes as mandated by West Cornwall Township including those which govern the installation of plumbing, heating systems, and electrical lines and equipment.~~

~~(b) Renovation work and construction projects which alter the external boundaries of an existing structure, including the installation of driveways or parking areas, also require a Campmeeting Building Permit. A Campmeeting Building Permit is obtained by contacting the Mt. Gretna Campmeeting office during normal business hours. A plot plan is required, and a current property survey may be required to be attached to the Application. Applications are subject to approval by the Board of Managers. No Permit shall be required from the Board of Managers for painting, siding, or routine general maintenance of any building.~~

~~(c) If a variance is needed, the MGCA Members shall come before the Board of Managers at a regular meeting with construction plans to explain the project. If the Board votes in favor of the homeowner, the President will sign the building permit. If the Board votes against the plans for a variance, the building permit will not be signed and the Lebanon County Planning Department will be so informed. If there is a hearing by the homeowner before the zoning Board to obtain a variance, the President and/or an appointed representative of the Board, shall attend the hearing to voice opposition to granting the variance.~~ Campmeeting building permits may be required for exterior projects and renovations. Building permit

requirements and the application process is in accordance with the MGCA Building Permit Policy. This policy and related forms are available on the MGCA website and from the MGCA Office.

Rule #13: Sewer, ~~and~~ Water Lines, and Curb Stops

MGCA Members are responsible for sewer lines from their structures to the main connection,.

Members are also responsible for their water lines to and including the curb stops, and ~~for keeping~~ are encouraged to make sure the curb stops is identifiable and in working order. It is strongly encouraged that Members complete a Curb Stop Emergency Access Authorization form; without this form the MGCA may not access Member owned curb stops in an emergency.

The relocation, upgrading, or addition of household waste lines or water lines which must be connected to Campmeeting sewer and water mains must be inspected by a licensed plumber or electrical inspection agency before any work is done on the property. A Campmeeting Building Permit must be obtained by contacting the MGCA business office during regular business hours.

Rule #17: Quiet Hours and Quiet Season

(a) In the interest of preserving the peace and quiet beauty of The Campmeeting and respecting your neighbors, Quiet Hours shall be maintained all day Sunday, 10 p.m. to 7 a.m. Monday through Thursday, and 11 p.m. to 7 a.m. Friday and Saturday.

(b) Out of respect for residents and the summer programs held in the Tabernacle, special noise abatement rules are in effect July 15 through and including August 31. This is commonly referred to as “Quiet Season.” High decibel power tools (80 decibels and above), ~~such as saws and leaf blowers~~, and manual work, such as framing and roofing, are prohibited. Moderate noise created by indoor work is acceptable. Painting and landscaping are permitted.

Leaf blowers are permissible for use only on Fridays from 3 a.m. -6 p.m. This time is generally when Campmeeting staff are conducting leaf blowing activities in the community. No Member exceptions outside of Board-identified emergencies to this rule will be made, including weather disruptions. Exceptions to Quiet Season include lawn-maintenance equipment on Batdorf, and testing and running of generators, heat pumps, air conditioners, and split units.

-During the Quiet Season, permitted work must be confined to the hours between 8:30 a.m. and 4:30 p.m. Monday through Saturday.

An exception shall be made for the Superintendent of Grounds.

(c) ~~Respect for neighbors' quiet enjoyment will be considered in enforcement of noise rules regarding Quiet Hours and Quiet Season.~~ With the approval of the Board of Managers, emergency repairs to buildings or service lines are permitted during designated quiet times. MGCA Members must contact the Mt. Gretna Campmeeting Association office to request emergency approvals.