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Board of Managers

JULY MEETING AGENDA

Tuesday, July 21, 2026 ▪ Time, 6:30 p.m.
In person & recorded ZOOM™ Session

1. **CALL TO ORDER**	P. Wilmsen
2. **ROLL CALL**	M. Lloyd
3. **APPROVAL OF MINUTES**	M. Lloyd
a. June 16, 2026 (Attached)	
4. **SECRETARY'S REPORT**	M. Lloyd
5. **PRESIDENT'S REPORT**	P. Wilmsen
6. **TREASURER'S REPORT**	
a. June Financial Reports (Attached)	K. Burd
7. **COMMITTEE REPORTS**	
a. Finance Committee Report (Attached)	K. Burd
b. Property Ownership Committee	K. Burd
c. Executive Committee (Attached)	
d. Tree Health & Maintenance Committee	P. Wilmsen
e. Buildings & Grounds (No July meeting)	M. Bojanic
f. Communications Committee	K. Wells
g. Grants & Funding Committee	T. Martin
h. Policy & Procedure Committee	T. Martin
i. General Assessment Policy edit (Attached)	
ii. Garage/Shed/Parking Lease Policy & Agreement	
i. Tabernacle Association	T. Martin
j. Nominating Committee	E. Mefferd
k. Community Activities/Recreation Committee	N. Godfrey
l. Library Committee (Attached)	S. Marisic
m. Archive Committee (No Report)	D. Miller
8. **OLD BUSINESS**	
a. x	
9. **NEW BUSINESS**	
a. MG Nursery School - Evacuation Plan (Attached)	
b. Quiet Season Exception Request - 505 7th Street	
c. Delinquent Account - Proceed with title searches	
d. General Assessment Policy Edit	
e. Garage/Shed/Parking Lease Policy & Agreement	
10. **ADJOURNMENT**	

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

Open Forum Guidelines (Attached)

Tuesday, June 16, 2026

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers held on Tuesday evening, June 16, 2026, Pat Wilmsen presided.

A quorum was present including the following: In person, Esther Mefferd, and via Zoom Stephanie Bost, Kevin Burd, Joe Lamont, Ted Martin, and Pat Wilmsen. Ann Bering joined via Zoom ~~partway through~~towards the end of the meeting. Marcie Lloyd and Jeff Minnich were excused. Miles Bojanic, and Kevin Wells did not attend.

1 Member attended in person; 21 households attended via Zoom.

1) Call to Order, Pat Wilmsen

Pat Wilmsen called the meeting to order at 6:30 p.m. Joe Lamont conducted the roll call.

2) Approval of Minutes

Since the Minutes of the May 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 May 26, 2026, minutes were approved on a motion by Ted Martin. The motion was seconded by Esther Mefferd and passed with Bost, Burd, Lamont, Martin, and Mefferd voting in favor.

3) Secretary's Report

No report.

4) President's Report

No report.

5) Treasurer's Report

a) The May 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) 185 cottages have paid their assessment. Assessments are due by the end of June. All other income is in line with expectations for this time of year.

c) B&G Maintenance is high, but that is expected at this time of year.

d) Community Activities looks high, but the expenses ~~are~~ will be offset by donations.

e) The Seiders Fund was used for the Tabernacle stage project, a small amount remains for a memorial tree.

f) The 2025 annual review was completed by our accountant and filed with PENNVEST as required by the terms of the loan agreement. The review is available on the website.

6) Committee Reports

a) Finance Committee – Kevin Burd

Nothing to report.

b) Property Ownership Committee – Kevin Burd

1. There was one property transfer since the last meeting for 204 5th Street.
2. Currently there are 40 short-term rental permits issued, or 56% of the allowable permits.

c) Executive Committee

The Executive Committee report was made available to the Board and to the Membership prior to the evening's meeting.

d) Tree Health & Maintenance

1. Pat shared a photograph of the new tree tags used for the recent tree inventory. The tags stand out from the trees to allow for trunk growth.
2. Tree replanting will occur in the fall.

e) **Buildings & Grounds – Miles Bojanic**
The B&G June meeting report was made available to the Board and to the Membership prior to the evening's meeting. ~~Miles encouraged~~ Members are encouraged to read the meeting notes as many upcoming projects affecting the community were discussed.

f) **Communications Committee – Kevin Wells & Marcie Lloyd**
No report.

g) **Grants & Funding – Ted Martin**
1. Shelby Larkin has continued to work on the Heritage Park Pavilion fundraising plan.
2. Shelby is also assisting on language changes to the MGTA Bylaws to allow for more fundraising opportunities.

h) **Policy & Procedure – Ted Martin**
The 2nd Reading of proposed changes to Rules #10, #13, and #17 will be presented under New Business.

i) **Tabernacle Association – Ted Martin, Esther Mefferd**
A sub-committee has been formed to do an in-depth review of the MGTA Bylaws; such a review has not been done since they were originally written in 1999. The goal is to make sure the bylaws of the MGCA and MGTA are well-coordinated and that they reflect the way the MGTA currently operates. The sub-committee members are Ted Martin, Debby Erb, Andrea Haldeman, Bob Kettering, Marcie Lloyd, ~~Jeff Minnich,~~ and Pat Wilmsen.

j) **Nominations Committee – Esther Mefferd**
No report.

k) **Community Activities & Recreation Committees – Nate Godfrey**
Kevin Burd reported that the movie events have had an average of 50 attendees for each movie which he considers reasonable for a festival only in its 2nd year. All the promotional materials were donated, so all donations go straight to community activities.

l) **Library Committee –Sally Marisic**
No report.

m) **Archive Committee – Don Miller**
No report.

7) Unfinished Business

a) Last month there was a motion to deny a tree removal application. Today, June 16, the cottage owners asked the Board to reconsider their decision because of home insurance complications. The MGCA believes the trees are on MGCA property and have communicated this to the owners. The MGCA has been advised that the cottage owners' insurance should not be able to deny them coverage for trees that were there at the beginning of their policy and for trees which the cottage owners do not own.

b) As stated in May's meeting, in February of 2026 many of the rules in our Rules & Regulations book were revised. However, at that time we were not yet ready to present recommended changes to rules #10, #13, and #17. Revisions to those rules were given their second reading at tonight's meeting.
No Members submitted comments to the Board about these proposed changes.
- Rule #10 is being changed to reflect that most of the building permit requirements have been moved to the Building Permit Policy.
- Rule #13 has been edited to encourage Members to identify their curb stops and make sure that they are in working order, and also to encourage Members to sign an MGCA Curb-Stop Emergency Access Authorization. This form will be made available through our website if the rule revision is adopted after its 2nd reading.
- Rule #17 was a challenging revision. Only changes to Quiet Season (as opposed to Quiet Hours) were considered. Many members did not want any changes. Many members wanted an allowance for the

use leaf blowers. The goal was to create a clear, narrow, unambiguous, easily enforceable leaf blower allowance, accessible to full-time residents as well as weekenders. During Quiet Season, it would allow the use of leaf blowers only from 3 p.m to 6 p.m. on Fridays, which is also the time period generally used by grounds staff to run leaf blowers.

~~No Members submitted comments to the Board about these proposed changes.~~

c) Pat reported that tabulation of the survey results continues. We hope to be able to report back to the community with a summary report soon.

8) New Business

(a) Having had two (2) readings at regular board meetings, I, Ted Martin, make a motion to approve the changes to rules 10, 13, and 17 of the Rules & Regulations Handbook. The motion was seconded by Kevin Burd and passed with Bost, Burd, Lamont, Martin, Mefferd, Wilmsen voting in favor. **Resolution 2026.06.16-01**.

(b) The Mount Gretna Volunteer Fire Company made a proposal to the MGCA to purchase two parcels of land from the MGCA. After lengthy discussion, the Board agreed by consensus to not sell the land. As an MGCA resource that is not-renewable, and because the current arrangement of allowing the Fire Co. to use our land for free has been working, the Board saw no compelling reason to sell.

9) Adjournment

The meeting adjourned at 6:57 p.m. on a motion by Ted Martin, seconded by Joe Lamont and passed unanimously.

The next regular meeting will be held Tuesday, July 21, 2026, at 6:30 p.m.

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

In attendance:
<u>Members in Person:</u>
Betsy Barnhart, 50 3rd St.

<u>Members on Zoom</u>:
Geraldine Benseman, 611 4th St.
Joseph Bering, Jr., 305 8th St.
Linda Campbell, 402 Glossbrenner Ave.
Gary Collins, 601 Mills Ave.
Lora Deller, 609 6th St.
Kristi Donahue, 501 6th St.
Dan Duda, 207 Weaver Ave.
Celia Durall, 60 2nd St.
Paul & Tammy Friendshuh, 209 Mills Ave.
Peggy Lichty, 205 Castle Ave.
Dave Lloyd, 403 1st St.
Doug Lorenzen, 503 1st St.
Don Miller, 610 4th St.
Stephanie Seldomridge, 105 2nd St.
Christine Slotznick, 507 3rd St.
Jeff Thompson, 207 Glossbrenner Ave.
Janine Tiffany, 107 2nd St.
Bob & Tammy Travitz, 502 2nd St.
Paul Trella, 209 Weaver Ave.
Garey Wilmsen, 301 Bell Ave.
Jan Wolff, 211 8th St.

Attachments:
Picture of new tree tag

Photograph of New Tree Tag

Mount Gretna Campmeeting
Balance Sheet
As of June 30, 2026

Cash Basis

	Jun 30, 26
ASSETS	
Current Assets	
Checking/Savings	
Checking Account - Jonestown	87,395
Petty Cash	300
Shadow	469,777
PV Pass Through	7,789
JBT CD Water Tower	163,599
JBT CD 2025.03.14	411,331
Total Checking/Savings	1,140,190
Accounts Receivable	
Accounts Receivable	-1,729
Total Accounts Receivable	-1,729
Other Current Assets	
Inventory Asset	676
Undeposited Funds	14,368
Total Other Current Assets	15,044
Total Current Assets	1,153,506
TOTAL ASSETS	**1,153,506**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-5,885
Total Accounts Payable	-5,885
Credit Cards	383
Other Current Liabilities	
Payroll Liabilities	545
Total Other Current Liabilities	545
Total Current Liabilities	-4,958
Total Liabilities	-4,958
Equity	
Net Assets- Temp. Restricted	23,261
Net Assets-Designated	130,915
Net Assets-Undesignated	146,881
Retained Earnings	411,699
Net Income	445,707
Total Equity	1,158,463
TOTAL LIABILITIES & EQUITY	**1,153,506**

Mount Gretna Campmeeting
Income & Expense

Cash Basis — June 2026

	Community Maintenance	Overhead	Fundraising	TOTAL
Ordinary Income/Expense				
Income				
Admin Fee Reimbursement	0	200	0	200
Assessments				
Garage	993	0	0	993
Home	139,107	-72	0	139,035
Total Assessments	140,100	-72	0	140,028
Community Activities Income				
Happy Hour/Social Donations	312	0	0	312
Movie Night	442	0	0	442
Porch Sale	354	0	0	354
Total Community Activities Income	1,108	0	0	1,108
Interest Income	0	2,312	0	2,312
Miscellaneous Receipts	0	339	0	339
Rentals				
Garage	117	0	0	117
Pavilion/Kitchen	650	0	0	650
Total Rentals	767	0	0	767
Total Income	141,975	2,779	0	144,754
Cost of Goods Sold				
Cost of Goods Sold	0	0	0	0
Total COGS	0	0	0	0
Gross Profit	141,975	2,779	0	144,754
Expense				
Administrative costs	0	1,673	0	1,673
Buildings & Grounds				
Maintenance Expense	112	0	0	112
Operating Expense				
Dues & Subscriptions	2	0	0	2
Electric	312	0	0	312
Equipment Purchase	117	0	0	117
Fuel & Oil	337	0	0	337
General Supplies	752	0	0	752
Grounds Maintenance	203	0	0	203
Painting	1	0	0	1
Parking & Roads	34	0	0	34
Pest Control	217	0	0	217
Restroom Maintenance	202	0	0	202
Total Operating Expense	2,177	0	0	2,177
Total Buildings & Grounds	2,289	0	0	2,289
Utilities (B&G)				
Garbage	6,618	0	0	6,618
Street Lights	2,301	0	0	2,301
Water Rate				
Loan Repayment	7,156	0	0	7,156
Water Production	2,295	0	0	2,295
Total Water Rate	9,451	0	0	9,451
Total Utilities (B&G)	18,370	0	0	18,370
Community Activities				
Movie Nights	54	0	0	54
Social Events	105	0	0	105
Total Community Activities	159	0	0	159
Personnel	8,450	5,311	208	13,970
Professional Fees				
Fundraiser/Grant Writer	0	17	0	17
Accounting	0	3,400	0	3,400
Insurance	0	4,554	0	4,554
Legal Fees	0	644	0	644
Total Professional Fees	0	8,615	0	8,615

	Community Maintenance	Overhead	Fundraising	TOTAL
Trees				
Health & Maintenance	3,145	0	0	3,145
Total Trees	3,145	0	0	3,145
Total Expense	32,413	15,599	208	48,220
Net Ordinary Income	109,562	-12,820	-208	96,533
Other Income/Expense				
Other Income				
Restricted Funds	300	0	0	300
Total Other Income	300	0	0	300
Net Other Income	300	0	0	300
Net Income	**109,862**	**-12,820**	**-208**	**96,833**

Mount Gretna Campmeeting
Income & Expense Budget vs. Actual

Cash Basis

January through June 2026

	Total Community Maintenance			Overhead			TOTAL		
	Jan - Ju...	Budget	% of Bu...	Jan - Ju...	Budget	% of Bu...	Jan - Ju...	Budget	% of Budget
Ordinary Income/Expense									
Income									
Admin Fee Reimbursement	0			875			875	0	100%
Assessments									
Garage	4,634			0			4,634	0	100%
Home	802,992	862,080	93%	-72			802,920	862,080	93%
Penalties	133			292			425	0	100%
Prior Year Assessment Payments	1,000			500			1,500	0	100%
Total Assessments	808,759	862,080	94%	720			809,479	862,080	94%
Community Activities Income									
Heritage Festival Donation	300			0			300	0	100%
Happy Hour/Social Donations	499			0			499	0	100%
Movie Night	548			0			548	0	100%
Porch Sale	1,777			0			1,777	0	100%
Community Activities Income - Other	5			0			5	0	100%
Total Community Activities Income	3,129			0			3,129	0	100%
Donations OUTSIDE MGCA ONLY	0			0			0	0	0%
Interest Income	0			13,411	10,000	134%	13,411	10,000	134%
Miscellaneous Receipts	240			757	500	151%	997	500	199%
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	16,100	16,800	96%	0			16,100	16,800	96%
Parking	7,045	6,545	108%	0			7,045	6,545	108%
Pavilion/Kitchen	650	400	163%	0			650	400	163%
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	36,595	37,145	99%	0			36,595	37,145	99%
Total Income	848,724	902,600	94%	15,763	10,500	150%	864,486	913,100	95%
Cost of Goods Sold									
Cost of Goods Sold	0			0			0	0	0%
Total COGS	0			0			0	0	0%
Gross Profit	848,724	902,600	94%	15,763	10,500	150%	864,486	913,100	95%
Expense									
Administrative costs	486	720	68%	9,693	20,453	47%	10,179	21,173	48%
Buildings & Grounds									
Maintenance Expense	4,026	10,300	39%	0			4,026	10,300	39%
Operating Expense									
Dues & Subscriptions	107			0			107	0	100%
Electric	1,376			0			1,376	0	100%
Equipment Purchase	687			0			687	0	100%
Fuel & Oil	1,343			0			1,343	0	100%
General Supplies	4,219			0			4,219	0	100%
Grounds Maintenance	1,783			0			1,783	0	100%
Painting	63			0			63	0	100%
Parking & Roads	881			0			881	0	100%
Pest Control	568			0			568	0	100%
Rentals	42			0			42	0	100%
Restroom Maintenance	202			0			202	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	19,508	41,000	48%	0			19,508	41,000	48%
Buildings & Grounds - Other	0			0			0	0	0%
Total Buildings & Grounds	23,533	51,300	46%	0			23,533	51,300	46%
Utilities (B&G)									
Garbage	33,029	78,895	42%	0			33,029	78,895	42%
Sewer	99,119	202,957	49%	0			99,119	202,957	49%
Street Lights	13,812	27,827	50%	0			13,812	27,827	50%
Water Rate									
Loan Repayment	42,935	85,920	50%	0			42,935	85,920	50%
Water Production	28,956	70,080	41%	0			28,956	70,080	41%
Total Water Rate	71,891	156,000	46%	0			71,891	156,000	46%
Total Utilities (B&G)	217,850	465,679	47%	0			217,850	465,679	47%

Mount Gretna Campmeeting
Income & Expense Budget vs. Actual

Cash Basis

January through June 2026

	Total Community Maintenance			Overhead			TOTAL		
	Jan - Ju...	Budget	% of Bu...	Jan - Ju...	Budget	% of Bu...	Jan - Ju...	Budget	% of Budget
Community Activities									
Movie Nights	2,580	2,000	129%	0			2,580	2,000	129%
Social Events	217			0			217	0	100%
Heritage Festival	750			0			750	0	100%
Picnic	0	400	0%	0			0	400	0%
Yard Sale	164			0			164	0	100%
Total Community Activities	3,711	2,400	155%	0			3,711	2,400	155%
Community Library	451	500	90%	0			451	500	90%
Contributions - Note 2 Fin Comm	0			1,050	2,500	42%	1,050	2,500	42%
Personnel	46,342	98,258	47%	37,527	72,702	52%	83,869	170,960	49%
Professional Fees									
Fundraiser/Grant Writer	0			17			17	0	100%
Accounting	0			3,400	3,600	94%	3,400	3,600	94%
Insurance	0			10,056	17,736	57%	10,056	17,736	57%
Legal Fees	0			1,268	10,000	13%	1,268	10,000	13%
Survey	0	3,000	0%	0			0	3,000	0%
Total Professional Fees	0	3,000	0%	14,740	31,336	47%	14,740	34,336	43%
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	4,871	37,527	13%	0			4,871	37,527	13%
Stump Removal	0	1,500	0%	0			0	1,500	0%
Tree Removal	7,375	5,000	148%	0			7,375	5,000	148%
Total Trees	12,246	44,027	28%	0			12,246	44,027	28%
Total Expense	417,620	778,884	54%	64,595	134,169	48%	482,214	913,053	53%
Net Ordinary Income	431,104	123,716	348%	-48,832	-123,669	39%	382,272	47	813,344%
Net Income	**431,104**	**123,716**	**348%**	**-48,832**	**-123,669**	**39%**	**382,272**	**47**	**813,344%**

Restricted & Designated Fund Activity

	Balance as of 5/31/2026	Activity during: June	Balance as of 6/30/2026
Restricted Funds			
Community Activities Fund	$5,239	$0	$5,239
Community Projects Fund	$2,500	($1,545)	$955
DEP Grant	$29,397	($1,175)	$28,222
Heritage Festival	$15,577	$0	$15,577
Library Program Fund	$1,650	$0	$1,650
Designated Funds			
Operating Reserve	$221,760	$0	$221,760
Seiders Fund	$200	$0	$200
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
Building: Heritage Park Pavilion	$53	$0	$53
Buildings	$71,746	$34,018	$105,764
Total Buildings:	$103,573		$137,591
Equipment	$59,819	($1,795)	$58,024
Land: Heritage Park	$15,758	$0	$15,758
Linear Structures	$106,059	$0	$106,059
Structures	$0	$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:	$111,642		$111,642

Committee Report

Brief overview of meeting and key activities

Committee Name:	Finance
Meeting held on:	7/14/2026
Key topics discussed:	• Delinquent Accounts
Work completed:	•

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

Project / Task 1:	Delinquent Accounts
Status:	In Progress
Update:	There are currently approximately $42,000 in outstanding assessments. About ½ this amount is from prior years. Judgements are in process for the prior year accounts. Kevin and Debby are meeting with the attorney to prepare for a hearing on July 20th.
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:	The Committee will recommend to the Board of Managers that the MGCA authorize Amy to move forward with title searches for the two delinquent properties as a first step towards sheriff sales.
Rationale (brief explanation):	
Example motion wording:	
Recommendation:	The Committee recommends editing the General Assessment Policy to state that future Boards shall (not may) initiate the sheriff sale process for delinquent accounts.
Rationale (brief explanation):	
Example motion wording:	

Items Requiring Board Direction

List unresolved issues needing clarification:	•

Next Steps

Next Meeting:	9/8/2026
Work/Goals for next meeting:	

Attachments

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

Submitted by: Deborah Erb

Committee Report

Brief overview of meeting and key activities

Committee Name: Executive
Meeting held on: 7/14/2026
Work completed:
-

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

Project / Task 1: Garage E7 – Selling
Status: In Progress
Update: The renter of E7 has given us their move-out date, so we can now proceed with the sale. Final plans for how to conduct the sale are in progress with Pat Wilmsen.
Issues or risks if any:

Project / Task 2: Permanent Office Location
Status: In Progress
Update: Update: Miles has not contacted Bill Barlow yet. Waiting for Heritage Park work to lessen.
Issues or risks if any:

Project / Task 4: Reserve Study with Falcon Group
Status: In Progress
Update: The Falcon Group requested additional information (again) and it was submitted. We're waiting to hear what their next step is.
Issues or risks if any:

Project / Task 7: Fire Co. Proposed Land Purchase
Status: Completed
Update: After the Board voted not to sell the land, a request to reconsider was sent to the Board by the Fire Co. attorney. The letter was circulated to the Board who agreed not to reconsider. A letter will be drafted to their attorney and copied to the Board.
Issues or risks if any:

Project / Task 8: Community Opinion Survey
Status: In Progress
Update: The committee reviewed the results of the survey and discussed possible next steps. Some of those will be education articles -as many points revealed a lack of understanding/knowledge. There will also be at least one (perhaps more) follow-up surveys designed to hone-in on specific areas of concern, such as the rising assessment cost.
Issues or risks if any:

Decisions Made by Committee (if applicable)

Motion/Decision:	On a motion by Pat Wilmsen, seconded by Miles Bojanic, the Executive Committee voted unanimously to grant Quiet Season exceptions to 609 4th Street (Wednesday, July 15 – Friday, July 17) and to 207 Castle Avenue (Wednesday, July 15). Both owners experienced construction delays due the recent storms and days-long power outage.
Outcome:	Approved
Vote (if applicable):	Resolution 2026.07.14-01
Motion/Decision:	Volunteers under the guidance of the Buildings & Grounds Committee may use leaf-blowers on Fridays. Miles will communicate this decision.
Outcome:	Approved
Vote (if applicable):	

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

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

Items Requiring Board Direction

List unresolved issues needing clarification:	•

Next Steps

Next Meeting:	7/14/2026
Work/Goals for next meeting:	• Miles – Bill Barlow, Tabernacle Office

Attachments

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

Submitted by: Deborah Erb

Executive Committee – Motions Passed through Email

On Wednesday, July 15, 2026, the Executive Committee unanimously passed the following motions through email.

Pat Wilmsen made a motion to approve the following three Quiet Season exceptions:

502 2nd Street, July 15 for work at an electrical box,
505 7th Street, July 24, flooring work in basement, and
206 3rd Street, July 16, roof repair.

All exceptions were due to construction delays or damage resulting from the previous week's storms and several days loss of electricity. The motion was seconded by Marcie Lloyd and passed with Bojanic, Burd, Lamont, Lloyd, and Wilmsen voting in favor.
Resolution 2026.07.15-01

General Assessment Policy

Purpose:

In accordance with Article VI: Section 2 of the MGCA By-Laws, the Board of Managers may levy an assessment on properties and lots within the Campmeeting. This policy outlines how that assessment will be administered. It is intended to encourage timely payment and to protect the MGCA from financial losses due to delayed payment and failure to pay.

Policy Detail:

1. **General Policy Provisions**

   The amount of the General Assessment will be proposed by the Finance Committee as part of the annual budget and voted on by the Board of Managers as part of the budget approval process. Any changes to this policy must also be recommended by the Finance Committee and approved by the Board of Managers.

2. **Single-Payment Option**

   a) The amount due is paid in a single payment.
   b) Payment of the full amount is due by June 30.
   c) If payment is postmarked by February 28, the amount due will be discounted by 2%.
   d) A Member who pays the full assessment amount by February 28 will be refunded the difference between the full and discounted amount if requested in writing.

3. **Multi-Payments**

   While the full assessment amount is due by June 30, Members may elect to send in partial payments throughout the previous months. For example, Members could elect to pay in 3 parts and send a payment in February, April and June. Members could also elect to send in monthly payments January through June.

4. **Special Payment Plans**

   a) A Member experiencing financial difficulties may contact the Treasurer to arrange a Special Payment Plan which will help facilitate payment of the General Assessment.

i) Plans may be developed on a case-by-case basis but must result in payment of all amounts due by the end of the calendar year.

ii) The Treasurer must present details of each proposed Special Payment Plan to the Executive Committee for approval before implementation and must provide a de-identified summary of approved Plans to the Board of Managers at its next Regular Meeting.

5. <u>Interest</u>

a) On July 1, a 1.5% interest charge will be added to all outstanding balances.

i) On the first day of each subsequent month, an additional 1.5% interest charge will be added to all outstanding balances.

ii) Interest charges will apply to all outstanding accounts except in the case of Special Payment Plans as outlined by the MGCA Treasurer in agreement with an MGCA Member.

6. <u>Penalties</u>

a) An account will be considered to be "overdue" if a required payment is not made by the due date.

b) A one-time, 15% penalty will be added to the remaining balance on an overdue account the day after the due date. For this purpose, due dates shall be considered to be as follows:

i) Single Payment Option and Multi-Payment Plan – the due date is June 30.

ii) Special Payment Plans – the due date is any date outlined within the payment terms on which a payment is due, but not received.

7. <u>Delinquent Account Collection Procedure</u>

a) An account that is 30 days or more overdue is considered "delinquent." A $75 administrative fee will be added to delinquent accounts to cover certified mail and labor costs.

b) In the second month following the missed due date, a letter will be sent to the Member via both regular and Certified Mail notifying the Member that:

i) the account is delinquent;

ii) a penalty and administrative fee have been charged to the account;

iii) monthly interest charges have begun to accrue; and,

iv) all amounts due must be immediately paid or a payment plan must be arranged that will result in the account being paid in full by the end of the calendar year.

c) If full payment is not received or the Member has not contacted the MGCA Treasurer to arrange a special payment plan within 21 days of the certified letter delivery date or 30 days of the regular mail letter mailing date, the Member's delinquent account will be turned over for collection of all amounts due plus legal and administrative costs. An additional administrative fee of $500 will be billed at the time the account is turned over for collection.

d) If the Member is unresponsive to collection, the MGCA ~~may~~ will file a formal lien against any property owned by the Member. The decision to file a formal lien lies with the Executive Committee.

e) After a formal lien, has been filed against a property, the MGCA ~~may~~ will proceed to collect amounts owed via a sheriff's sale. The decision to proceed to a sheriff's sale lies with the Board of Managers.

f) If the MGCA learns that a Member property will be put up for sheriff's sale with an outstanding balance projected to be due to the MGCA at the time of the sale, the MGCA ~~may~~ will take all steps necessary to recover all amounts it is due.

Discretionary Power: Executive Committee

Dates:	**Adoption**:	July 19, 2011
	Revision:	October 19, 2021, December 20, 2022, December 6, 2024, April 15, 2025
	Rescission:	

Mt. Gretna Campmeeting Association

Garage, Shed, & Parking Space Lease Policy

Purpose: To establish eligibility, guidelines, and requirements for yearly lease of Mt. Gretna Campmeeting Association (MGCA) property including garages, sheds, and parking spaces.

Policy Detail

Eligibility

1. MGCA-owned garages, sheds, and parking spaces will only be rented to Cottage Owners of the MGCA.
2. A Cottage Owner may only rent one garage or shed per cottage and only one parking space per cottage.
3. Garages, sheds, and parking spaces are rented on a first-come basis and the MGCA office maintains waiting lists for garages, sheds, and parking spaces—as needed.
4. The lessee shall not assign or sublease any interest in the garage, shed, or parking space without prior written consent from the MGCA Executive Committee.
5. Garages, sheds, and parking spaces will not be rented to any Cottage Owner who is delinquent in payment of the Annual Assessment as defined by the Assessment Payment Plan Policy.
   a. If a Cottage Owner becomes delinquent with their Annual Assessment, this will be considered a lease violation and a breach of a material lease condition and can be the basis for lease termination.

Fees & Renewal

1. The lease fee is due by the final business day in February unless alternate arrangements are made with the Treasurer.
2. There is a one-time, non-refundable $50 Application Fee at the time of lease signing to cover administrative time associated with the lease.
3. A 15% penalty will be issued for lease payments not received by their due date.

a. If the balance is not paid in full by 30 days after the penalty date, the lease is terminated, and the leased premises must be vacated.
b. If the leased premises are not vacated, a written notice will be sent advising that the total delinquent balance must be paid within 10 days, and the security deposit is forfeited.
   i. If any legal fees are incurred due to lease termination for nonpayment of rent or other breach of lease, the renter shall be responsible for paying all attorney's fees and costs.

4. Lease fees are subject to change annually as part of the MGCA budget process. Rates are established by the MGCA Finance Committee and presented to the MGCA Board of Managers for their approval by December for the following lease year.
5. A security deposit equivalent to 3-month rent is required for garages and sheds.
   a. Upon leaving a garage or shed, the security deposit will be returned within 30-days when the leased premises are inspected by the Superintendent if found to be in satisfactory condition.
   b. Upon leaving a garage or shed, if the leased premises are found to be in unsatisfactory condition the security deposit will be used to cover expenses and may not be returned in full. Unsatisfactory condition includes, but is not limited to:
      i. Damage to the structure.
      ii. Failure to remove contents, i.e. shelving, attachments.
      iii. Failure to remove all items from the space.
      iv. Failure to abide by the stipulations of this policy.

Insurance & Liability

1. A current certificate of Lease Insurance with the MGCA as a named insured must be submitted to the MGCA office demonstrating coverage of the contents of leased premises before the lease commences. This certificate must be renewed throughout the term of the lease so that a current certificate is always on file.
   - or -
   Lessee must sign the personal property insurance waiver and release portion of the lease agreement.

2. The MGCA shall not be liable for personal injury or property damage, or loss from theft, vandalism, fire, water, explosion, natural disaster, or any other cause.

Termination of Lease

1. A lessee must give notification of cancellation of lease at least 30 days in advance.
    a. If the leased premises are found to be in satisfactory condition, a prorated refund of the lease fee will be issued.
    b. If the leased premises are found to be in unsatisfactory condition, the security deposit will be used to cover expenses and may not be returned in full.
    c. The prorated refund of the lease will be determined by the date when repairs are made and the [garage or shed] leased premises are deemed by the Superintendent to be able to be rented once again.
2. The lease shall cease for any of the following circumstances.
    a. The Lessee sells their MGCA property,
    b. The Lessee violates any of the terms of this Lease Policy.
3. Procedure for lease termination:
    a. If relevant, a lease violation letter will be issued to the lessee granting 10 days to resolve the lease violation.
    b. If the lease violation is not resolved, a notice shall be sent to lessee regarding termination in accordance with PA law.
    c. [Parking] If the vehicle remains in the parking space after termination of lease, it may be towed at the Lessee's expense in accordance with local laws.

Permitted Use & Restrictions

1. Lessee may only use the leased premises for the storage of personal property.
2. Lessee is responsible for keeping the leased premises free of trash and debris.
3. Lessee may not use leased premises for motor vehicle repair activities.
4. The MGCA is not responsible for removing snow in order for Lessee to be able to access the leased premises.
5. The storage of items deemed illegal by county, state, or federal laws will not be permitted.
6. The following are strictly prohibited in garages and sheds:
    a. Flammables: Gasoline, propane, kerosene, or explosives.

b. Perishables: Food, petfood, or birdseed (unless in airtight, rodent-proof metal containers).
c. Habitation: No person or animal may live or sleep in the shed at any time.
d. Electricity: No space heaters, refrigerators, or power tools may be left running unattended.

7. Parking space requirements:
   a. The vehicle in the parking space must be operable, currently registered and licensed, and free of significant fluid leaks.
   b. The parking space shall be used for vehicle parking only. No storage of portable storage units, flammable materials, furniture, or hazardous waste.

Access & Security

1. Lessee shall provide their own lock for garages and sheds. A copy must be provided to the MGCA.
2. The MGCA reserves the right to enter the shed with 24 hours' notice for maintenance or inspection, or immediately in the event of an emergency (e.g. smell of smoke or chemical leak).

Alterations & Improvements

The lessee shall not make any improvements or alterations to the leased premises without prior written consent from the Buildings & Grounds Committee. If any alterations, improvements, or changes are made to or built on or around the leased premises with the exception of fixtures that can be removed without damage to the premises, they shall become the property of MGCA and shall remain at the expiration of the lease unless otherwise noted in writing.

Discretionary Power: Executive Committee

Dates: Adoption:
Revision:
Rescission:

Lease Agreement

1. **Type of Lease**
   a. ☐ Garage
   b. ☐ Shed
   c. ☐ Parking Space
2. **Parties**
   This Agreement is entered into on **[Date]** between the Mt. Gretna Campmeeting Association, Inc. and **[Renter Name]**, whose Campmeeting cottage is located at **[Cottage street address]**. No sub-leasing or assignment is allowed.
3. **Description of Unit**
   [Unit Campmeeting identification number]
4. **Rent, Fees, and Security Deposit**
   a. **Annual Rent**: At the time of signing the Lease, the Cottage Owner must pay the pro-rated annual lease fee of #**[Amount]**. Lease fees are subject to change annually as part of the MGCA budget process. Rates are established by the MGCA Finance Committee and presented to the MGCA Board of Managers for their approval by December for the following lease year.
   b. **Usage Fee:** There is a one-time, non-refundable $50 Application Fee at the time of lease signing to cover administrative time associated with the lease.
   c. **Late Fee**: A 15% penalty will be issued for lease payments not received by their due date. See Garage, Shed, & Parking Space Lease Policy for details.
   d. **Security Deposit**: A security deposit equivalent to 3-month rent will be due immediately upon the signing of the Lease Agreement. Refunds of security deposits shall be in accordance with the Garage, Shed, & Parking Space Lease Policy.
5. **Insurance & Liability**
   Lessor does not insure the Lessee's personal property. Lessor is not responsible for any damage to vehicles, property, theft of contents, or personal injury occurring within the space. Lessee is required to submit a Certificate of Insurance (COI) with the Campmeeting as a named insured, demonstrating that all the Lessee's property stored in the leased premises is covered or sign the personal property insurance waiver and release at the end of this document. A COI or signed waiver is due to the Campmeeting before the lease commences. A certificate must be renewed throughout the term of the lease.
6. **Termination of Lease**
   This lease shall be terminated under any of the following circumstances, upon notice given in accordance with Pennsylvania law.
   a. The Cottage Owner sells their Mount Gretna Campmeeting property,
   b. The Lessee gives the Campmeeting 30-day notice of intent to vacate, or
   c. The Lessee violates any of the terms of the current Lease Policy.

7. **Permitted Use & Restrictions**
   Lessee agrees to use the leased premises solely for the storage of personal property. Lessee is responsible for keeping the leased premises free of trash and debris. Lessee may not use leased premises for motor vehicle repair activities. The Campmeeting is not responsible for removing snow in order for Lessee to be able to access the leased premises.
   The following are strictly prohibited in garages and sheds:
   a. **Flammables:** Gasoline, propane, kerosene, or explosives.
   b. **Perishables:** Food, pet food, or birdseed (unless in airtight, rodent-proof metal containers).
   c. **Habitation:** No person or animal may live or sleep in the shed at any time.
   d. **Electricity:** No space heaters, refrigerators, or power tools may be left running unattended.

   Parking space requirements:
   a. **Vehicle Condition:** The vehicle must be operable, currently registered and licensed, and free of significant fluid leaks.
   b. **No Storage:** The parking space shall be used for vehicle parking only. No storage of storage units, flammable materials, furniture, or hazardous waste.
8. **Access & Security**
   a. Lessee shall provide their own lock for garages and sheds.
   b. Lessor reserves the right to enter the shed with **24 hours' notice** for maintenance or inspection, or immediately in the event of an emergency (e.g., smell of smoke or chemical leak).
9. **Rules, Regulations, and Policy Compliance**
   Lessee acknowledges that the rented property is subject to Campmeeting Rules & Regulations and Policies. Any fine levied by the Campmeeting against the Lessee due to the Lessee's misuse of the rented property shall be paid by the Lessee within 30 days.
10. **Default Towing (Parking Only)**
    If Lessee violates any terms of this agreement or Campmeeting Rules & Regulations or Policies, Lessor may terminate this agreement with **[Number]** days' notice. If the vehicle remains in the space after lease termination, it may be **towed at the Lessee's expense** in accordance with local laws.

SIGNATURES

Lessor: ______________________________ **Date:** ______________________________

Lessee: ______________________________ **Date:** ______________________________

PERSONAL PROPERTY INSURANCE WAIVER AND RELEASE

Leased Property: ____

Lessee Name(s): ____

By signing below, the Lessee(s) acknowledges, understands, and agrees to the following terms regarding personal property insurance:

1. **Acknowledgment of Risk:** The Lessee understands that the Campmeeting's insurance policy covers **only** the physical building structure and the Campmeeting's own property. The Campmeeting's insurance policy does **not** cover the Lessee's personal belongings, including but not limited to furniture, clothing, electronics, jewelry, and vehicles.
2. **Declination of Coverage:** The Lessee acknowledges that the Campmeeting has strongly recommended purchasing renter's insurance to protect their personal property against loss, damage, or theft. The Lessee has knowingly and voluntarily chosen **not** to obtain personal property insurance coverage for the duration of the lease.
3. **Assumption of Financial Liability:** The Lessee assumes full financial responsibility for any loss, damage, or destruction of their personal property caused by fire, smoke, water damage, pipe bursts, theft, vandalism, acts of nature, or any other cause, occurring inside or on the leased premises.
4. **Release of Liability:** The Lessee hereby releases, waives, and forever discharges the Campmeeting, Board of Managers, and their employees or agents from any and all claims, liabilities, or demands for damage or loss to the Lessee's personal property, except in cases where such loss is directly caused by the gross negligence or intentional misconduct of the Campmeeting.
5. **Indemnification:** The Lessee agrees to indemnify and hold harmless the Campmeeting from any claims brought by third parties (such as guests or invitees of the Lessee) for property loss or damage occurring within the leased premises.

By signing below, the Lessee certifies that they have read, understood, and agree to be bound by the terms of this waiver.

Lessee Signature: ___________________________ **Date:** _______________

Lessee Signature: ___________________________ **Date:** _______________

Mt. Gretna Campmeeting Signature: ____________________ **Date:** _______________

Library Committee Report

July 2026, Library Committee report for month of June

The Mt. Gretna Community Library opened for the 2026 season on May 23, the Saturday of Memorial Day weekend. Our plans to be open daily were altered by Mother Nature when the Campmeeting lost electricity for almost 3 days as a result of a storm which caused many fallen trees and much debris. Fortunately, we had minor cleanup at the Library. Nate and his crew had us ready to open on Wednesday, July 7, for our first story time and art activity of the season. We had about 20 children, accompanied by their adults and siblings, enjoying the sunny back porch as we turned balls of clay into pinch pots and sculptures.

Our small air conditioner suffered from a heat wave around the same time. The Campmeeting replaced it and our activities thrived. A new activity for adult crafters is the addition of a Thursday night knitting and chatting group. We continue to host our Monday night series of book talks, Wednesday children's tory time and crafts, and our popular challenge to earn prizes by reading five books.

We are totally staffed and supported by the Campmeeting Office Manager, the Campmeeting Board of Managers, and a Library Committee consisting of volunteers from Gretna-wide neighborhoods which plans and oversees Library activities. 25 volunteers help to greet the guests and work at the checkout desk. We are grateful for their donation of time, materials and for community cash contributions toward our programs.

Respectfully submitted,
Sally Marisic, Chair

office@mtgretnacampmeeting.org

From: Ryan & Shannon Fretz <rsfretz@verizon.net>
Sent: Thursday, July 16, 2026 2:43 PM
To: office@mtgretnacampmeeting.org; office@mgca.org
Subject: Mount Gretna Nursery School

The Mount Gretna Nursery school would like to use the Tabernacle as a relocation site in case of a building evacuation at the Mount Gretna United Methodist Church.
This would be for temporary use while we wait to reenter the building or for children to be picked up if that is needed.
If the emergency is for extended period of time or in poor weather conditions, we would use another location (Church Parsonage).

This is to be included in our emergency preparedness plan that we send to the county.
Could we have a letter of confirmation saying this is allowed (assuming that it is).

Please let me know if you have any question

Thank you,
Shannon Fretz
717-644-4305