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Board of Manager

s APRIL MEETING AGENDA

Tuesday, April 15, 2025 ▪ Time, 6:30 p.m.

In-person and recorded ZOOM™ Session

Sign in Reminder, Mic Reminder

- | | |
|---|--------------|
| 1. CALL TO ORDER | P. Wilmsen |
| 2. ROLL CALL | M. Lloyd |
| 3. Approval of Minutes | M. Lloyd |
| a. March Board Meeting (Attached) | |
| 4. SECRETARY'S REPORT | M. Lloyd |
| 5. MT GRETNA MAGAZINE | S. Schroeder |
| 6. PRESIDENT'S REPORT | P. Wilmsen |
| 7. TREASURER'S REPORT | |
| a. March Financial Reports (Attached) | K. Burd |
| 8. COMMITTEE REPORTS | |
| a. Finance Committee Report | K. Burd |
| b. Property Ownership Committee (Attached) | K. Burd |
| c. Executive Committee (Attached) | |
| d. Tree Health & Maintenance Committee (Attached) | P. Wilmsen |
| e. Buildings & Grounds | M. Bojanic |
| i. Apr B&G Meeting Notes (Attached) | |
| ii. Bollard placement map (Attached) | |
| f. Communications Committee | K. Wells |
| g. Grants & Funding Committee | T. Martin |
| h. Policy & Procedure Committee | T. Martin |
| i. Restricted & Designated Fund Policy (Attached) | |
| i. Tabernacle Association | T. Martin |
| j. Nominating Committee | E. Mefferd |
| k. Community Activities/Recreation Committee | N. Godfrey |
| l. Library Committee | S. Marisic |
| m. Archive Committee | D. Miller |
| 9. OLD BUSINESS | |
| 10. NEW BUSINESS | |
| a. Fund Expenditure Motions | |
| b. Restricted & Designated Fund Policy | |
| 11. ADJOURNMENT | |

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

Open Forum Guidelines (Attached)



Tuesday, March 18, 2025

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers, held on Tuesday evening, March 18, 2025, in person and via Zoom Webinar, Pat Wilmsen presided.

A quorum was present including the following: In person, Miles Bojanic, Marcie Lloyd, Esther Mefferd, Jeff Minnich, Pat Wilmsen; via Zoom, Ann Bering, Kevin Burd, Joe Lamont, Ted Martin, and Kevin Wells. George Leyh arrived 5 minutes into the meeting.

Two Members attended in person and nineteen Members 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 February 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 February 18, 2025 minutes were approved on a motion by Jeff Minnich. The motion was seconded by Esther Mefferd and passed with Bering, Bojanic, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor.

3) Secretary's Report

Marcie Lloyd read a thank-you letter from the Mt. Gretna Volunteer Fire Company, thanking the Campmeeting for two recent donations: one in memory of Tom Harlan, and one which was a general donation.

4) President's Report

The President's report was distributed with the meeting packet and is attached to these minutes. Most of her report was about the resale certificate, recently instituted by the Campmeeting. Pat summarized her report and reiterated that local real estate agents have been asking the Campmeeting to issue resale certificates for almost 8 years. One of the greatest advantages to issuing a resale certificate to be part of the property transfer documents at settlement, is that we have notarized recognition that the buyers agree to abide by our Charter, Bylaws, Rules, and Regulations. While the Finance Committee originally wanted the cost of the certificate to be born by the buyer, we quickly found out that PA law requires the cost of the resale certificate be paid by the seller.

Pat also mentioned that the Finance Committee would be reviewing all fees and tasks that are directed to Members rather than the community at large. Further changes may be proposed as part of the 2026 budget process.

5) Treasurer's Report

- a) The February balance sheet, income/expense report, budget year-end report, and fund/project report were shared with the Board prior to the meeting.
- b) Two delinquent accounts have been collected, two remain outstanding and are moving through the MGCA policy and legal process.
- c) The January deadline has passed to request an alternate payment plan. The deadline for the early pay discount ended at the end of February. All remaining assessments are due in full by the end of June whether in one payment or several.
- d) After analyzing recent years' 6-month expenditures the Finance Committee agreed to invest \$500,000 in a 6-month no penalty for early withdrawal CD.
- e) The expenses to date are where we expect them to be.

6) Committee Reports

- a) **Finance Committee – Kevin Burd**
No report.



b) Property Ownership Committee – Kevin Burd

(1) There was one property transfer, 600 2nd Street, that occurred since the last meeting.

c) Executive Committee

No report.

d) Tree Health & Maintenance

(1) The committee's report was made available to the Board and to the Membership prior to the evening's meeting.

(2) Earth Day is April 22, our event will be Saturday, May 3.

(3) Have started to take meeting notes that will be part of meeting packets moving forward.

e) Buildings & Grounds –Chair, Miles Bojanic

(1) The B&G March meeting report was made available to the Board and to the Membership prior to the evening's meeting.

(2) There are no building permits in process.

(3) Paving around the Pump House and repair of 1st Street in the area of the water main repair is scheduled to start April 7 and be completed by April 19. We will also be scheduling pot hole repairs around the Campmeeting. Cottage owners are asked to send any repair requests into the office.

(4) Any service requests or concerns, please send them in to the office so they can be properly recorded. Member names will be kept private and not shared.

f) Communications Committee – Kevin Wells & Marcie Lloyd

No report.

g) Grants & Funding – Ted Martin

(1) The committee report was made available to the Board and to the Membership prior to the evening's meeting.

(2) Ted noted that they drafted a formal grant request for the 2025 Drendel grant for improved lighting around the Tabernacle.

h) Policy & Procedure – Ted Martin

The committee continues to review the Rules & Regulations. The final draft will go through a Board review before it is opened to the community for comment.

i) Tabernacle Association – Ted Martin

No report.

j) Nominations Committee – Esther Mefferd

No report.

k) Community Activities & Recreation Committees – Nate Godfrey

No report.

l) Library Committee –Sally Marisic

No report.

m) Archive Committee – Don Miller

No report.

7) Unfinished Business

a) None.

8) New Business

a) Miles Bojanic made a motion to affirm the Executive Committee's decision to create a Certificate of Resale to be part of every Campmeeting property sale and also to affirm the fee of \$200 associated with the Certificate of Resale. Seconded by Jeff Minnich, the motion passed with Bering, Bojanic, Burd,



Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution #2025.03.18-01.

9) Adjournment

The meeting adjourned at 6:50 p.m. on a motion by Marcie Lloyd, seconded by Esther Mefferd and passed unanimously.

The next regular meeting will be held Tuesday, April 15, 2025, at 6:30 p.m.

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

In attendance:

Members in Person:

Herb Cole, 401 Bell Ave

Kevin Skovira, 202 Weaver Ave

Members on Zoom:

Pam Bishop, 503 1st St

Pat Brosious, 203 Boehm Ave

Linda Campbell, 402 Glossbrenner Ave

Gary Collins, 601 Mills Ave

CC Durall, 600 2nd St

Tom Heberling, 210 3rd St

Janelle Kuligowski, 204 5th St

Peggy Lichty, 205 Castle Ave

Dave Lloyd, 403 1st St

Don Miller, 610 4th St

Diane Neff, 305 1st St

Dianne Port, 300 Markwood Ave

Stephanie Seldomridge, 102 2nd St

Christine Slotznick, 507 3rd St

Jeff Thompson, 207 Glossbrenner Ave

Janine Tiffany, 107 2nd St

Tammy Travitz, 502 2nd St

Garey Wilmsen, 211 Boehm Ave

Scott Zellers, Garage 1st St

Attachments:

None

Secretary

Chairman

Mount Gretna Campmeeting

Balance Sheet

As of March 31, 2025

Cash Basis

	Mar 31, 25
ASSETS	
Current Assets	
Checking/Savings	
JBT CD 2025.03.14	500,000
Checking Account - Jonestown	74,372
Shadow	404,920
JBT CD Water Tower	159,858
PV Pass Through	9,126
Total Checking/Savings	1,148,275
Accounts Receivable	
Accounts Receivable	-757
Total Accounts Receivable	-757
Other Current Assets	
Inventory Asset	
MGCA Historical Plaque	830
Total Inventory Asset	830
Undeposited Funds	775
Total Other Current Assets	1,605
Total Current Assets	1,149,124
TOTAL ASSETS	1,149,124
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	-98
Other Current Liabilities	
Payroll Liabilities	1,923
Total Other Current Liabilities	1,923
Total Current Liabilities	1,825
Total Liabilities	1,825
Equity	
Net Assets- Temp. Restricted	
Net Assets- Temp Rest Playgroun	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	576,128
Net Income	270,114
Total Equity	1,147,299
TOTAL LIABILITIES & EQUITY	1,149,124

Mount Gretna Campmeeting

Income & Expense

March 2025

Cash Basis

	Community Maintenance	Overhead	TOTAL
Ordinary Income/Expense			
Income			
Admin Fee Reimbursement	0	400	400
Assessments			
Garage	646	0	646
Home	54,387	0	54,387
Penalties	-612	30	-582
Prior Year Assessment Payments	4,454	0	4,454
Total Assessments	58,875	30	58,905
Interest Income	0	693	693
Miscellaneous Receipts	0	31	31
R&R Fines	0	100	100
Rental Permit Fee	150	0	150
Rentals			
Garage	2,917	0	2,917
Parking	345	0	345
Pavilion/Kitchen	75	0	75
Storage Sheds	900	0	900
Total Rentals	4,236	0	4,236
Total Income	63,262	1,254	64,515
Gross Profit	63,262	1,254	64,515
Expense			
Administrative costs	0	1,480	1,480
Buildings & Grounds			
Operating Expense			
Dues & Subscriptions	5	0	5
Electric	139	0	139
Fuel & Oil	151	0	151
General Supplies	122	27	149
Grounds Maintenance	49	0	49
Total Operating Expense	465	27	492
Total Buildings & Grounds	465	27	492
Utilities (B&G)			
Garbage	5,859	0	5,859
Sewer	189	0	189
Street Lights	2,242	0	2,242
Water Rate	20,790	0	20,790
Total Utilities (B&G)	29,080	0	29,080
Community Library	50	0	50
Personnel	3,842	5,824	9,666
Professional Fees			
Insurance	0	9,303	9,303
Legal Fees	0	844	844
Total Professional Fees	0	10,147	10,147
Property Taxes	600	961	1,561
Total Expense	34,038	18,439	52,477
Net Ordinary Income	29,224	-17,186	12,038
Net Income	29,224	-17,186	12,038

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January through March 2025

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - M...	Budget	% of Bu...	Jan - M...	Budget	% of Bu...	Jan - M...	Budget	% of Bu...
Ordinary Income/Expense									
Income									
Admin Fee Reimbursement	0			400			400	0	100%
Assessments									
Garage	3,876	4,520	86%	0			3,876	4,520	86%
Home	569,369	787,080	72%	0			569,369	787,080	72%
Penalties	32			60			92	0	100%
Prior Year Assessment Payments	4,454			0			4,454	0	100%
Total Assessments	577,731	791,600	73%	60			577,791	791,600	73%
Interest Income	0	0	0%	2,066	10,000	21%	2,066	10,000	21%
Miscellaneous Receipts	0			331	500	66%	331	500	66%
R&R Fines	0			100			100	0	100%
Rental Permit Fee	300	3,375	9%	0			300	3,375	9%
Rentals									
Kauffman Parking Lot	0	6,000	0%	0			0	6,000	0%
Garage	15,750	16,800	94%	0			15,750	16,800	94%
Parking	11,567	6,000	193%	0			11,567	6,000	193%
Pavilion/Kitchen	225	300	75%	0			225	300	75%
Security Deposits	-50			0			-50	0	100%
Storage Sheds	5,400	5,400	100%	0			5,400	5,400	100%
Tabernacle	0	1,875	0%	0			0	1,875	0%
Total Rentals	32,892	36,375	90%	0			32,892	36,375	90%
Total Income	610,924	831,350	73%	2,957	10,500	28%	613,881	841,850	73%
Gross Profit	610,924	831,350	73%	2,957	10,500	28%	613,881	841,850	73%
Expense									
Administrative costs	0			3,703	20,275	18%	3,703	20,275	18%
Buildings & Grounds									
Maintenance Expense	302	10,000	3%	0			302	10,000	3%
Operating Expense									
Dues & Subscriptions	18			0			18	0	100%
Electric	548			0			548	0	100%
Fuel & Oil	562			0			562	0	100%
General Supplies	352			27			379	0	100%
Grounds Maintenance	49			0			49	0	100%
Snow Removal	5,440			0			5,440	0	100%
Operating Expense - Other	0	40,000	0%	0			0	40,000	0%
Total Operating Expense	6,969	40,000	17%	27			6,996	40,000	17%
Total Buildings & Grounds	7,270	50,000	15%	27			7,297	50,000	15%
Utilities (B&G)									
Garbage	17,181	67,013	26%	0			17,181	67,013	26%
Sewer	42,897	183,185	23%	0			42,897	183,185	23%
Street Lights	6,363	28,091	23%	0			6,363	28,091	23%
Water Rate	41,956	150,000	28%	0			41,956	150,000	28%
Total Utilities (B&G)	108,396	428,289	25%	0			108,396	428,289	25%
Community Activities	2,127	2,400	89%	0			2,127	2,400	89%
Community Library	119	500	24%	0			119	500	24%
Contributions - Note 2 Fin Comm	0			1,300	2,500	52%	1,300	2,500	52%
Personnel	18,721	93,125	20%	17,896	66,738	27%	36,618	159,863	23%
Professional Fees									
Accounting	0			80	3,450	2%	80	3,450	2%
Insurance	0			9,303	16,891	55%	9,303	16,891	55%
Legal Fees	0			636	10,000	6%	636	10,000	6%
Survey	0	3,000	0%	0			0	3,000	0%
Total Professional Fees	0	3,000	0%	10,019	30,341	33%	10,019	33,341	30%

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January through March 2025

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan - M...	Budget	% of Bu...	Jan - M...	Budget	% of Bu...	Jan - M...	Budget	% of Bu...
Property Taxes	600			961	6,836	14%	1,561	6,836	23%
Transfer to Fund/Project Net 0	110,000	110,000	100%	0			110,000	110,000	100%
Trees	6,900	23,483	29%	0			6,900	23,483	29%
Total Expense	254,135	710,797	36%	33,906	126,690	27%	288,040	837,487	34%
Net Ordinary Income	356,789	120,553	296%	-30,948	-116,190	27%	325,841	4,363	7,468%
Net Income	356,789	120,553	296%	-30,948	-116,190	27%	325,841	4,363	7,468%

Restricted & Designated Fund Activity

	Balance as of <u>2/28/2025</u>	Activity during: <u>March</u>	Balance as of <u>3/31/2025</u>
Restricted Funds			
Community Activities Fund	\$514	\$0	\$514
DEP Grant	\$29,397	\$0	\$29,397
Heritage Festival	\$14,002	\$0	\$14,002
Library Program Fund	\$1,394	\$0	\$1,394
Designated Funds			
Operating Reserve	\$221,760	\$0	\$221,760
Seiders Fund	\$20,843	\$0	\$20,843
Survey Fund	\$2,361	\$0	\$2,361
Tree Fund	\$44,981	\$166	\$45,147
Capital Projects			
B&G Emergency Reserve	\$32,045	\$0	\$32,045
Building: Garages.Sheds (Rentals)	\$31,774	\$0	\$31,774
Building: Library	\$5,131	\$0	\$5,131
Buildings	<u>\$77,213</u>	<u>\$0</u>	<u>\$77,213</u>
Total Buildings:	\$114,118		\$114,118
Equipment	\$50,000	\$0	\$50,000
Land: Heritage Park	\$17,048	\$0	\$17,048
Linear Structures	\$133,457	\$0	\$133,457
Structures: Hydrants	\$6,847	\$0	\$6,847
Structures: Entrance Pillars	<u>\$945</u>	<u>\$0</u>	<u>\$945</u>
Total Buildings:	\$7,792		\$7,792
Water Operations			
Water Operations: General	\$9,250	\$0	\$9,250
Water Operations: Mains	\$6,925	\$0	\$6,925
Water Operations: Pump House	\$9,889	\$0	\$9,889
Water Operations: Maintenance Program	\$5,441	\$0	\$5,441
Water Operations: PENNVEST Principal	<u>\$94,557</u>	<u>\$0</u>	<u>\$94,557</u>
Total Water Operations:	\$126,062		\$126,062



Property Ownership Committee

Monthly Update

New Members

- We welcome the new owners of the following addresses to the Campmeeting.
 - 114 Otterbein Avenue
 - 105 Fifth Street
 - 307 Seventh Street
 - 209 Seventh Street
 - 108 Fifth Street
 - Three additional cottage sales will settle by month's end

Rental Permits

- Of the 72 Short-Term Rental permits outlined in Rule 20 and the associated policy, **44 permits** have been issued to date, or 61% of available permits.



Mt. Gretna Campmeeting

LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES

Executive Committee Decision via email
April 9, 2025

The Executive Committee unanimously agreed by email consensus to hire Jackson Bost as a Buildings & Grounds seasonal employee

Tree Committee Minutes – April 13, 2025

Pat Wilmsen, Gary Wilmsen, Lydia Cochran, Carole Miller, Kathy McKenna

Absent: Sarah Stuart, Ann & Joe Bering, Vincie McMullen

Discussed Earth Day in Campmeeting which is scheduled for Saturday, May 3, 2025.
The Committee Members will each take a group of volunteers, projects to include:

Clearing the paths in the Community Garden.

Planting perennials and/or annuals.

Mulching the existing perennial garden.

General clean up, sticks, debris, etc.

Next meeting is May 18 at 10 AM. Meet at Pat W. cottage. Bring work equipment, we will work in the Community Garden.

Carole

Tree Committee Report

Save the Date!

May 3, 2025

Earth Day Community Garden Clean-Up in Campmeeting

9 a.m. to Noon

Join your neighbors for a morning of camaraderie and fun by participating in the 55th annual Earth Day. We're gathering shortly after the official Earth Day on April 22, since it falls on a weekday and we are hoping for slightly warmer weather in May. We need your help to revitalize the Community Garden after the winter season. Bring your energy, shovels, rakes and garden gloves – meet at the Garden at 9:00 a.m. on Saturday, May 3, 2025.



April 7, 2025 – 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, Nate Godfrey, Joe Lamont, Bill Linton, Jeff Minnich, (Via Zoom), George Leyh, Kevin Skovira, and Pat Wilmsen. Debby Erb was in attendance. Excused: Doug Lorenzen, Bob Rader, and Ben Slotznick.

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

REPORTS

Superintendent Report

- Spring Leaf pickup was scheduled to start today.
- The Merv is not starting reliably; it's being taken in for a tune up in the near future.
- The bathrooms at Heritage Park and Tabernacle are opened. The bathroom at the Library is not yet opened.
- A Tabernacle clean-up day is being scheduled for early May. It's been run by Kay Heberling for years but it is time for the B&G to take this over. Will be scheduling for early May.
- The only projector at the Tabernacle is the one owned by Larry McKenna. Nate is suggesting that we buy one as a piece of equipment that is located at the Tabernacle. May ask MGTA if they would be interested in getting the projector.
- Nate published the first water video of a 3-part series.
- Part-time employees for this summer will be Bob Rader, John Brosious, and Ron Kohler. Miles and Nate have also recommended hiring Jackson Bost to the Executive Committee.
- The proposed bollard project placement map had been emailed to committee members prior to the meeting. Committee members had a chance to ask questions before the meeting. There were no additional questions asked. Next step is to notify the community before the bollards are installed.

Water Operations

1. Usage is as expected.
2. A.H. Moyer will be finishing the paving work around the Pump House before the end of the month.

Building Permit Application Review

1. Received a building permit application for 2nd Street – no permit required.
2. There are no pending building permits.

MGCA Active Projects/Old Business

1. **Verizon Sewer Lateral:** No update.
2. **Rental Garages:** Have much more information in the past month. The costs are turning it into a major investment no matter how it is approached. Could be around \$70,000 to replace. An alternative is to tear down the west garages and the east stand-alone garage, sub-divide the land, and auction off. The committee was in favor of exploring this idea and its related expenses. Miles will investigate and report back. Will also explore the idea of adding more rental storage sheds.
3. **Carter Parking Lot:** After discussing various approaches to improving Carter Parking Lot, the committee's final consensus is to put down stone, roll, maintain, and expand to the edge of parking property according to survey.
4. **Long range Project Planning:** Discussion delayed until May; Miles asked committee to select their 3 most important projects and prioritize those three.
5. **3rd Street Water Main:** No update.

6. **Tabernacle Runoff:** No update.
7. **Kauffman Ditch.** The ditch is being impacted by the runoff from the Heights. There is a sewer pipe running under the road, and Bill Care believes it may be the Heights responsibility to fix it. It could be rock settling in around the pipe, not that the pipe failed. Bill is going to scope the pipe and make sure the pipe is stable. Once the pipe has been examined, we will approach the Heights or WCT. Miles will discuss with WCT.
8. **MGCA Patching.** Kevin Skovira will follow up with PennDOT with regard to the paving problems on Pinch Road and cleaning out the storm drainage ditch.
The committee reviewed many of the poor asphalt areas that they observed and that were reported in as a response to the survey.
Miles will continue to work with Nate on cold patching some pot hole areas around the Campmeeting, and will continue to explore the possibility of changing some walking paths over to stone with the committee. The committee also explored different solutions for the broken asphalt around the Tabernacle which is very difficult to repair without damaging trees. The committee will explore building a boardwalk style path around the Tabernacle which would solve many of the challenges.
9. **Streetlights.** A streetlight layer has been added to the GIS map. Volunteers from the B&G will check which lights are on steadily and which lights are not. We will report all lights to Met Ed that are not working properly on a monthly basis. Will also start to evaluate streetlights – are there some that should be discontinued or others that should be added. Miles asked George to get what documentation he could from the Archives with regard to the MGCA's history with Met Ed and any contracts/agreements we may have for streetlights.

New Business

1. Archive B&G Project History. Miles asked George to start to work on compiling a list from the archives of all known historical projects that have been done to buildings and/or infrastructure.

Adjourn 8:03 p.m.

Attachments: Bollard map

MT. GRETNA CAMPMEETING





LISTED IN THE NATIONAL REGISTER
OF HISTORIC PLACES

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. Restricted Funds

- a. 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. 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.

2. Designated Funds

- 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. 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: X, 2025
Revision:
Rescission:

Rules Governing Participation in an-open Forum

From the Civility website.

1. Each Member who desires to speak at the Members Forum should call or email the MGCA Office no later than noon on the day of the meeting.
2. The request should state:
 - a. The name of the Member who would like to speak,
 - b. Their MGCA Cottage address, and
 - c. The general topic of their comment(s).
3. Each Member will be called upon to speak in the order in which they submitted their name and topic.
4. Each Member will be limited to three (3) minutes, as timed and recorded by an MGCA Board Member.
5. No Member will be allowed extra time to speak.
6. No member will be allowed to yield the floor to another person.
7. Character assassinations, foul language, and other inappropriate remarks will not be tolerated.
8. Neither the staff nor members of the board will directly address any members remarks during the Forum.
9. A Member expressing his/her concerns during his/her allotted time shall be extended the courtesy of silence.
10. Each Member will be unmuted/recognized when it is their turn to speak.
11. If a Member has additional items to be discussed following the Forum, they should contact the President, Pat Wilmsen, via email at President@MtGretnaCampmeeting.org