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Board of Managers

FEBRUARY MEETING AGENDA

Tuesday, February 17, 2026 ▪ 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. January 20, 2026 (Attached) | |
| 4. SECRETARY'S REPORT | M. Lloyd |
| 5. PRESIDENT'S REPORT (No report) | P. Wilmsen |
| 6. TREASURER'S REPORT | |
| a. January Financial Reports (Attached) | K. Burd |
| 7. COMMITTEE REPORTS | |
| a. Finance Committee Report | K. Burd |
| b. Property Ownership Committee | K. Burd |
| c. Executive Committee | |
| d. Tree Health & Maintenance Committee (No report) | P. Wilmsen |
| e. Buildings & Grounds | M. Bojanic |
| i. February B&G Meeting Notes (Attached) | |
| f. Communications Committee | K. Wells |
| g. Grants & Funding Committee | T. Martin |
| h. Policy & Procedure Committee | T. Martin |
| i. 2nd Reading of Rules & Regulations (Attached) | |
| i. Tabernacle Association | T. Martin |
| j. Nominating Committee | E. Mefferd |
| k. Community Activities/Recreation Committee | N. Godfrey |
| l. Library Committee (No report) | S. Marisic |
| m. Archive Committee (No Report) | D. Miller |
| 8. OLD BUSINESS | |
| 9. NEW BUSINESS | |
| a. Motion to approve revisions to the Rules & Regulations | |
| 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, January 20, 2026

At the regular monthly meeting of the Mt. Gretna Campmeeting Association Board of Managers held on Tuesday evening, January 20, 2025, Pat Wilmsen presided.

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

No ~~members~~ Members attended in person; 18 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) Election of Officers

- a) President. Kevin Burd made a motion to nominate Pat Wilmsen to the position of President of the Mt. Gretna Campmeeting Association for 2026. Marcie Lloyd seconded the motion. Pat accepted the nomination, and the motion passed unanimously with Pat Wilmsen abstaining.
- b) Vice-President. Marcie Lloyd made a motion to nominate Miles Bojanic to the position of Vice-President of the Mt. Gretna Campmeeting Association for 2026. Jeff Minnich seconded the motion. Miles accepted the nomination, and the motion passed unanimously with Miles Bojanic abstaining.
- c) Secretary. Kevin Wells made a motion to nominate Marcie Lloyd to the position of Secretary of the Mt. Gretna Campmeeting Association for 2026. Esther Mefferd seconded the motion. Marcie accepted the nomination, and the motion passed unanimously with Marcie Lloyd abstaining.
- d) Treasurer. Pat Wilmsen made a motion to nominate Kevin Burd to the position of Treasurer of the Mt. Gretna Campmeeting Association for 2026. Ted Martin seconded the motion. Kevin accepted the nomination, and the motion passed unanimously with Kevin Burd abstaining.
- e) Officer-at-Large. Miles Bojanic made a motion to nominate Joe Lamont to the position of Officer-at-Large of the Mt. Gretna Campmeeting Association for 2026. Jeff Minnich seconded the motion. Joe accepted the nomination, and the motion passed unanimously with Joe Lamont abstaining.

3) Approval of Minutes

Since the Minutes of the December 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 December 16, 2025 minutes were approved on a motion by Ted Martin. The motion was seconded by Jeff Minnich and passed with Bering, Bojanic, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor.

4) Secretary's Report

No report.

5) President's Report

No report

6) Treasurer's Report

- a) The December balance sheet, income/expense report, budget year-end report, and fund/project report were shared with the Board prior to the meeting.
- b) Expenditures were within budget for 2025 due to Board members and Committee chairs being careful with the use of their funds.
- c) Balance Sheet notes – there is a negative balance under Accounts Receivable due to some members paying their assessment before the invoice date of January 1, 2026.
- d) YTD Budget notes – some expenses were lower than budget, others were higher, but all were within

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expectations as new circumstances were managed throughout the year. We ended the year with a surplus; the movement of the surplus to funds will be addressed under New Business.

7) Committee Reports

a) Finance Committee – Kevin Burd

The committee met to discuss the year-end budget report. The motion addressing movements to and from funds based on the year-end report will be presented under New Business. ~~The committee met to address the assignment of the 2025 budget surplus to funds. The motion will be presented under New Business.~~

b) Property Ownership Committee – Kevin Burd

There were no transfers since the last meeting.

c) Executive Committee

Executive minutes are attached.

d) Tree Health & Maintenance

1. Starting in March or April, the tree survey will commence.
2. Tree removals requests submitted this time of year will require a certified arborist recommendation since there is no way for the Tree Committee to verify whether or not the tree is dead.
3. The tree removal expenses went over the 2025 budget, but were able to be covered by the Tree Fund.

e) Buildings & Grounds –Chair, Miles Bojanic

1. The B&G January meeting report was made available to the Board and to the Membership prior to the evening's meeting.
2. Continue to plan for spring projects to revitalize Heritage Park, the rental garages, and the Tabernacle. Improvements to the Tabernacle are being discussed with the Mt Gretna Tabernacle Association, and the Bible Festival committee.
3. MetEd has started to replace streetlight bulbs, but they no longer have access to the orange glow bulbs that we are accustomed to. The replacement bulbs are cool white/daylight LED lights. The B&G will be trying to work with MetEd to determine what alternatives we have to the new lights.

f) Communications Committee – Kevin Wells & Marcie Lloyd

1. Kevin Wells thanked all the residents who are submitting photographs for the newsletter.
2. Members who do not live in Gretna full-time have communicated to Kevin that they really enjoy seeing the photographs.

g) Grants & Funding – Ted Martin

1. Ted thanked Pat Brosious and Andrea George for their willingness to serve on the committee, Pat and Andrea both stepped down from the committee at the end of 2025.
2. Ted asked any Member who would like to help with writing grants and applying for funding to consider being part of the committee.

h) Policy & Procedure – Ted Martin

1. Ted thanked the committee members who over the past year to revise the Rules & Regulations. The 1st reading of the proposed revisions were part of the meeting packet and are also posted to the MGCA website. The focus of these revisions has been to:
 - Make the rules clearer,
 - Eliminate any overlap with West Cornwall Township ordinances,
 - Provide updates to rules where necessary to make them timely and accurate,
 - And add one rule to deal with non-biodegradable materials during events.
2. The Building Permit Rule, the Water/Sewer Line Rule, and the Quiet Hour/Quiet Season rule revisions will be presented at a later date; any changes to those rules are not part of this packet.

The Board is reviewing the Bylaws, primarily to adjust the quorum back to its original number of 10%.



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

The MGTA was part of a meeting with representatives from B&G, the Bible Festival, and the MGCA. They discussed the priority of building projects for the Tabernacle, and how these projects would be funded.

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.

8) **Unfinished Business**

a) None.

9) **New Business**

- a) Passed at an Executive Committee Meeting: Recommended by the Finance Committee and in order to enable an immediate signing of the contract, Pat Wilmsen made a motion to fund the Reserve Study from The Falcon Group Proposal, not to exceed \$12,000, to be paid for from the General Fund. Seconded by Joe Lamont, the Executive Committee, with the addition of Ted Martin, approved unanimously. Resolution 2026.01.13-01.
- b) Kevin Burd made a motion to appoint Kevin Wells to head the Election Board and therefore be Judge of Election. Seconded by Miles Bojanic, the motion passed with Bering, Bojanic, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2026.01.20-01.
- c) Miles Bojanic made a motion to approve the following fund transfers, to be effective 12/31/2025.
- Tree removal expenses were higher than the budget,
\$8,266.46 from the Tree Fund to the 2025 tree budget,
 - The Heritage Festival and Community Activities raised more money than their expenses,
\$1,957.35 from the 2025 ~~budget~~ surplus to the Heritage Festival Fund,
 - \$4,383.15 from the 2025 ~~budget~~ surplus to the Community Activities Fund,
 - \$50.40 from the 2025 budget surplus to the PennVest Loan Repayment Fund,
 - The water budget included a plan to transfer \$22,000 to the Water Main Reserve fund at year's end,
\$22,397.34 from the 2025 budget surplus to the Water Main Fund,
 - No surveys were required in 2025, the budget amount is being set aside for future years,
\$3,000 from the 2025 budget surplus to the Survey Fund,
 - The B&G had considerable savings due to no major snow events and other savings measures,
\$11,347.40 from the 2025 budget surplus to the Building Fund, and
 - \$20,000 from the 2025 budget surplus to the Linear Structure Fund.
- Seconded by Kevin Burd, the motion passed after discussion with Bering, Bojanic, Bost, Burd, Lamont, Lloyd, Martin, Mefferd, Minnich, and Wells voting in favor. Resolution 2026.01.20-02.
- d) While proposed revisions to the Building Permit Rule, the Sewer and Water Line Rule, and the Quiet Hours/Quiet Season Rule (Rules #10, 13, and 17) will be presented at a future meeting, the first reading of proposed revisions to the remainder of the Rules & Regulations booklet were presented. The proposed revisions were made available to the Board and the Membership prior to the meeting as part of the meeting attachments, were posted to the website, and are attached to these minutes.
- e) When the quorum was changed from 10% to 20% in 2024, reaching a quorum for the annual meeting



became extremely difficult. After much discussion, the Board has determined that it is best to change the quorum back to 10% which will require a vote by the membership. The bylaws have also been reviewed for other minor updates and clarifications. The draft timeline for the presentation of this bylaw review is presented below. The Board invites community comment, but *only* on the edits proposed by the Board – not on other existing bylaws.

- 01/19 - Executive Committee edits presented to the Board at Working Session. Ask for other comments/edits/revisions.
- 02/12 - Final draft sent to Membership as part of February meeting packet.
- 02/16 - Executive Committee presents final draft to Board at Working Session.
- 02/17 - 1st Reading
- 02/20 - Special meeting announcement emailed to members
- 03/01 - Newsletter announces special meeting
- 03/17 - 2nd Reading - if no major changes made after 1st meeting.
- 04/01 - Formal announcement of the Special Meeting to Membership.
- 04/21 - Special meeting, Zoom only, to be held prior to the regular meeting of the Board of Managers, vote to be held via EasyHOA portals.
- 04/21 - Regular monthly board meeting, Zoom only

10) Adjournment

The meeting adjourned at 7:15 p.m. on a motion by Miles Bojanic, seconded by Esther Mefferd and passed unanimously.

The next regular meeting will be held Tuesday, February 17, 2026, at 6:30 p.m.

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

Secretary

Chairman



In attendance:

Members in Person:

None

Members on Zoom:

Joe Bering, 305 8th St.

Pam Bishop, 503 1st St.

Pat Brosious, 203 Boehm Ave.

Linda Campbell, 402 Glossbrenner Ave.

Gary Collins, 601 Mills Ave.

Kristi Donahue, 501 6th St.

Sue Engle, 705 1st St.

Frank Herrmann, 205 Glossbrenner Ave.

Peggy Lichty, 205 Castle Ave.

Bill Linton, 211 7th St.

Dave Lloyd, 403 1st St.

Diane Neff, 305 1st St.

Stephanie Seldomridge, 105 2nd St.

Christine Slotznick, 507 3rd St.

Jeff Thompson, 207 Glossbrenner Ave.

Tammy Travitz, 502 2nd St.

Paul Trella, 209 Weaver Ave.

Garey Wilmsen, 301 Bell Ave.

Attachments:

Executive Committee Minutes

DRAFT

Mount Gretna Campmeeting

Balance Sheet

Cash Basis

As of January 31, 2026

	Jan 31, 26
ASSETS	
Current Assets	
Checking/Savings	
Checking Account - Jonestown	70,633
Shadow	195,210
JBT CD Water Tower	161,433
JBT CD 2025.03.14	405,331
PV Pass Through	8,568
Total Checking/Savings	841,175
Accounts Receivable	
Accounts Receivable	-541
Total Accounts Receivable	-541
Other Current Assets	
Inventory Asset	676
Undeposited Funds	3,520
Total Other Current Assets	4,196
Total Current Assets	844,831
TOTAL ASSETS	844,831
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-6,343
Credit Cards	2,442
Other Current Liabilities	1,963
Total Current Liabilities	-1,939
Total Liabilities	-1,939
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	411,639
Net Income	134,074
Total Equity	846,770
TOTAL LIABILITIES & EQUITY	844,831

Mount Gretna Campmeeting

Income & Expense

January 2026

Cash Basis

	Community Maintenance	Overhead	TOTAL
Ordinary Income/Expense			
Income			
Admin Fee Reimbursement	0	75	75
Assessments			
Garage	2,979	0	2,979
Home	192,004	0	192,004
Penalties	133	292	425
Total Assessments	195,116	292	195,408
Interest Income	0	2,107	2,107
Miscellaneous Receipts			
Newsletter Subscriptions	0	108	108
Total Miscellaneous Receipts	0	108	108
Rentals			
Kauffman Parking Lot	6,000	0	6,000
Garage	4,200	0	4,200
Parking	4,485	0	4,485
Security Deposits	200	0	200
Storage Sheds	3,637	0	3,637
Tabernacle	1,200	0	1,200
Total Rentals	19,722	0	19,722
Total Income	214,838	2,581	217,420
Gross Profit	214,838	2,581	217,420
Expense			
Administrative costs	16	1,444	1,460
Buildings & Grounds			
Maintenance Expense	811	0	811
Operating Expense	3,123	0	3,123
Buildings & Grounds - Other	7	0	7
Total Buildings & Grounds	3,941	0	3,941
Utilities (B&G)			
Sewer	46,994	0	46,994
Street Lights	2,314	0	2,314
Water Rate			
Loan Repayment	7,156	0	7,156
Water Production	3,714	0	3,714
Total Water Rate	10,870	0	10,870
Total Utilities (B&G)	60,178	0	60,178
Contributions - Note 2 Fin Comm	0	1,050	1,050
Personnel	10,065	7,613	17,678
Professional Fees			
Legal Fees	0	332	332
Total Professional Fees	0	332	332
Transfer to Fund/Project Net 0	113,000	0	113,000
Trees			
Tree Removal	2,255	0	2,255
Total Trees	2,255	0	2,255
Total Expense	189,455	10,439	199,893
Net Ordinary Income	25,383	-7,857	17,526
Net Income	25,383	-7,857	17,526

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January 2026

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan 26	Budget	% of B...	Jan 26	Budget	% of B...	Jan 26	Budget	% of B...
Ordinary Income/Expense									
Income									
Admin Fee Reimbursement	0			75			75	0	100%
Assessments									
Garage	2,979			0			2,979	0	100%
Home	192,004	862,080	22%	0			192,004	862,080	22%
Penalties	133			292			425	0	100%
Total Assessments	195,116	862,080	23%	292			195,408	862,080	23%
Interest Income	0			2,107	10,000	21%	2,107	10,000	21%
Miscellaneous Receipts									
Newsletter Subscriptions	0			108			108	0	100%
Miscellaneous Receipts - Other	0			0	500	0%	0	500	0%
Total Miscellaneous Receipts	0			108	500	22%	108	500	22%
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	4,200	16,800	25%	0			4,200	16,800	25%
Parking	4,485	6,545	69%	0			4,485	6,545	69%
Pavilion/Kitchen	0	400	0%	0			0	400	0%
Security Deposits	200			0			200	0	100%
Storage Sheds	3,637	5,400	67%	0			3,637	5,400	67%
Tabernacle	1,200	2,000	60%	0			1,200	2,000	60%
Total Rentals	19,722	37,145	53%	0			19,722	37,145	53%
Total Income	214,838	902,600	24%	2,581	10,500	25%	217,420	913,100	24%
Gross Profit	214,838	902,600	24%	2,581	10,500	25%	217,420	913,100	24%

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January 2026

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan 26	Budget	% of B...	Jan 26	Budget	% of B...	Jan 26	Budget	% of B...
Expense									
Administrative costs	16	720	2%	1,444	20,453	7%	1,460	21,173	7%
Buildings & Grounds									
Maintenance Expense	811	10,300	8%	0			811	10,300	8%
Operating Expense	3,123	41,000	8%	0			3,123	41,000	8%
Buildings & Grounds - Other	7			0			7	0	100%
Total Buildings & Grounds	<u>3,941</u>	<u>51,300</u>	<u>8%</u>	<u>0</u>			<u>3,941</u>	<u>51,300</u>	<u>8%</u>
Utilities (B&G)									
Garbage	0	78,895	0%	0			0	78,895	0%
Sewer	46,994	202,957	23%	0			46,994	202,957	23%
Street Lights	2,314	27,827	8%	0			2,314	27,827	8%
Water Rate									
Loan Repayment	7,156	85,920	8%	0			7,156	85,920	8%
Water Production	3,714	70,080	5%	0			3,714	70,080	5%
Total Water Rate	<u>10,870</u>	<u>156,000</u>	<u>7%</u>	<u>0</u>			<u>10,870</u>	<u>156,000</u>	<u>7%</u>
Total Utilities (B&G)	<u>60,178</u>	<u>465,679</u>	<u>13%</u>	<u>0</u>			<u>60,178</u>	<u>465,679</u>	<u>13%</u>
Community Activities									
Movie Nights	0	2,000	0%	0			0	2,000	0%
Picnic	0	400	0%	0			0	400	0%
Total Community Activities	<u>0</u>	<u>2,400</u>	<u>0%</u>	<u>0</u>			<u>0</u>	<u>2,400</u>	<u>0%</u>
Community Library	0	500	0%	0			0	500	0%
Contributions - Note 2 Fin Comm	0			1,050	2,500	42%	1,050	2,500	42%
Personnel	10,065	98,258	10%	7,613	72,702	10%	17,678	170,960	10%
Professional Fees									
Accounting	0			0	3,600	0%	0	3,600	0%
Insurance	0			0	17,736	0%	0	17,736	0%
Legal Fees	0			332	10,000	3%	332	10,000	3%
Survey	0	3,000	0%	0			0	3,000	0%
Total Professional Fees	<u>0</u>	<u>3,000</u>	<u>0%</u>	<u>332</u>	<u>31,336</u>	<u>1%</u>	<u>332</u>	<u>34,336</u>	<u>1%</u>
Property Taxes	0			0	7,178	0%	0	7,178	0%
Transfer to Fund/Project Net 0	<u>113,000</u>	<u>113,000</u>	<u>100%</u>	<u>0</u>			<u>113,000</u>	<u>113,000</u>	<u>100%</u>

Mount Gretna Campmeeting

Income & Expense Budget vs. Actual

January 2026

Cash Basis

	Total Community Maintenance			Overhead			TOTAL		
	Jan 26	Budget	% of B...	Jan 26	Budget	% of B...	Jan 26	Budget	% of B...
Trees									
Health & Maintenance	0	37,527	0%	0			0	37,527	0%
Stump Removal	0	1,500	0%	0			0	1,500	0%
Tree Removal	2,255	5,000	45%	0			2,255	5,000	45%
Total Trees	2,255	44,027	5%	0			2,255	44,027	5%
Total Expense	189,455	778,884	24%	10,439	134,169	8%	199,893	913,053	22%
Net Ordinary Income	25,383	123,716	21%	-7,857	-123,669	6%	17,526	47	37,289%
Net Income	<u>25,383</u>	<u>123,716</u>	<u>21%</u>	<u>-7,857</u>	<u>-123,669</u>	<u>6%</u>	<u>17,526</u>	<u>47</u>	<u>37,289%</u>

Restricted & Designated Fund Activity

	Balance as of <u>12/31/2025</u>	Activity during: 2025 Year End & <u>January</u>	Balance as of <u>1/1/2026</u>
Restricted Funds			
Community Activities Fund	\$514	\$4,725	\$5,239
Community Projects Fund	\$2,500	\$0	\$2,500
DEP Grant	\$29,397	\$0	\$29,397
Heritage Festival	\$13,519	\$2,057	\$15,577
Library Program Fund	\$1,644	\$0	\$1,644
Designated Funds			
Operating Reserve	\$221,760	\$0	\$221,760
Seiders Fund	\$20,843	\$0	\$20,843
Survey Fund	\$2,361	\$5,000	\$7,361
Tree Fund	\$33,261	(\$8,166)	\$25,094
Capital Projects			
B&G Emergency Reserve	\$23,549	\$0	\$23,549
Building: Garages.Sheds (Rentals)	\$31,774	\$0	\$31,774
Buildings	\$76,613	\$42,347	\$118,961
Total Buildings:	<u>\$108,387</u>		<u>\$150,735</u>
Equipment	\$44,616	\$28,105	\$72,721
Land: Heritage Park	\$17,048	\$0	\$17,048
Linear Structures	\$31,059	\$75,000	\$106,059
Structures	\$0	\$0	
Water Operations			
Water Operations: General	\$9,250	\$0	\$9,250
Water Operations: Mains		\$22,397	\$22,397
Water Operations: Pump House	\$7,682	\$0	\$7,682
Water Operations: Maintenance Program	\$5,441	\$0	\$5,441
Water Operations: PENNVEST Principal	\$66,822	\$50	\$66,872
Total Water Operations:	<u>\$89,194</u>		<u>\$111,642</u>

February 2, 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, Nate Godfrey, Joe Lamont, Bill Linton, Jeff Minnich, Bob Rader, and Ben Slotznick, (Via Zoom) Pat Wilmsen. Excused: Stephanie Bost, Doug Lorenzen

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

REPORTS

Superintendent Report

1. The recent snow events have been a good test for the newer equipment and snow removal procedures. The lower temperatures have made it challenging to clear all the walking paths with current equipment.
2. Bob Rader ordered snow chains for the Toro.
3. The Avant did great work with snow plowing.
4. Hired Abner Glick to remove snow from the Tabernacle roof. Anchors for safety harnesses were added to the peak of the Tabernacle. Abner cleared the debris from the Tabernacle roof before the major snow event, and then came back during the snow to remove snow.
5. Abner discovered a puncture hole in the roof of the Tabernacle. It will be repaired in the spring.

Water Report

1. Water usage is in line with previous years. Thankfully, no burst pipes during the recent cold weather.
2. Received a quote for replacing the Pump House door. The consensus of the committee is to go forward with the proposal and pay for it from the 2026 budget.
3. The committee gave feedback on the first draft of a form which would allow Members to turn over responsibility of their water shut-off valve to the Campmeeting. The committee agreed that the Campmeeting should work towards owning the water shut off valves as part of the water system, but that a careful analysis needs to be made as to the possible future cost that such an ownership would mean. The alternative would be to get permission from each owner to access and operate their curb stop.
4. The committee discussed the lead service line resolution report that will be due to the DEP in November.

Building Permit Application Review

1. The Durrall's submitted a building permit to install propane tanks at 600 2nd Street. A survey was submitted demonstrating the tanks would be on their property. Therefore, the permit is to be treated as "For Information Only," and this will be communicated to the owners.

MGCA Active Projects/Old Business

1. **Tabernacle Capital Improvement Projects:** Big Ass Fan submitted an updated proposal for Tabernacle fan installation. The initial proposal was presented by sales representatives, the committee would like to see engineer recommendations to make sure the fans are compatible with the building's inverted trusses and will provide proper airflow calculations.
2. **Rules & Regulations Changes:** The committee gave feedback to proposed R&R changes.
 - a. Rule #3: Open burning regulations need to allow for an exception to staff-supervised burning for events like the Christmas tree bonfire.
 - b. Rule #7: The question was raised about enforcement if rule 7 is deleted. It was explained that enforcement of this rule falls to the police who require posted signs, not a rule. The signage is the critical factor; a rule is not necessary.

c. Rule #8: The proposed parking language would not allow for parking on stoned areas; this could create quite a few parking problems. Asking the word “paved” be deleted. It was also suggested that it be made clear that this rule applies to members and visitors alike.

3. **Streetlights.** No update.
4. **Streetlight Outages:** No update.
5. **Snow Notification:** No update.
6. **Capital Reserve Study.** No update.
7. **Pinch Road.** No update.
8. **Rental Garages:** No update.
9. **Historic Hand Pump Gazebos.** No update.
10. **3rd Street Water Main:** No update.

New Business

1. None.

Adjourn 7:40 p.m.

|

**MOUNT GRETNA CAMPMEETING
ASSOCIATION, INC.**

RULES AND REGULATIONS

Revised: February 20, 2024

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INTRODUCTION

The Charter of the Campmeeting Association – Section 3, paragraph 1, reads:

“This Association shall have power to engage in and to do any lawful act concerning any or all lawful business for which non-profit corporations may be incorporated under the laws of the Commonwealth of Pennsylvania, including (but not limited to) the providing and maintaining of a proper, desirable and permanent residential community.”

The Mount Gretna Campmeeting Association (hereafter referred to as MGCA) has been granted 501(c)4 status by the Internal Revenue Service.

The Bylaws – Article VI, Section 2, paragraph a:

“The Board of Managers is authorized to adopt, pass, and enforce such Rules and Regulations as they deem necessary and convenient for the providing and maintaining of a proper, desirable and permanent residential community...”

Therefore, to maintain a safe and desirable community, the following Rules and Regulations, applicable to MGCA Members, their tenants, and guests, are revised and adopted effective [date].

The owner or tenant of any building, structure, premises or part thereof will be held responsible for any architect, builder, contractor agent, or other person who commits, participates in, assists in, or maintains such violation.

The Mt. Gretna Campmeeting Association is comprised of 33 acres, the approximate boundaries of which are Rt. 117 on the north to the southern boundaries of the properties on Batdorf Ave. on the south, and from Boulevard & the Mt. Gretna Heights boundary on the east to Pinch Rd. on the west. The Campmeeting Association is located within West Cornwall Township. The afore described acreage will be referred to within this document as, "The Campmeeting." Portions of The Campmeeting are owned by the MGCA and will be referred to in this document as, "MGCA Property." The rest of the land in The Campmeeting is privately owned and will be referred to in this document as, "Private Property." In addition, portions of the MGCA Property are available for the common use of community members and will be referred to in this document as, "Common Property."

The MGCA Buildings & Grounds Staff are exempt from community rules and regulations while performing official duties on behalf of the Association. This exemption applies only during working hours and when engaged in authorized maintenance, landscaping, repair, inspection, or other Association-approved activities.

All staff shall conduct themselves in a professional manner and exercise reasonable care to minimize disruption to residents and property. This exemption does not extend to personal use of community facilities or privileges outside the scope of assigned duties.

Commented [DE1]: Added to the 2nd Reading

RULES AND REGULATIONS

Rule #1: Outdoor Maintenance and Cleanliness

MGCA Members should take constant ~~Cleanliness, order, sanitation, rodent and insect infestation, fire by any cause and its accelerated spread, are constant concerns due to the extremely high density of dwellings. The Board of Managers requires MGCA Members to take constant~~ precaution and preventative measures to avoid danger and to eliminate open refuse, debris, rotting wood and furniture, cartons, discarded machinery, housewares, etc., from all outdoor premises, particularly from porches, yards and walkways. All properties must be maintained in accordance with the West Cornwall Township Property Maintenance Code (Ordinance No. 2023-07-10).

~~(b) The Board of Managers reserves the right to inspect periodically, or upon request, dwelling exteriors, yards and porches, and to remove hazardous items, at the MGCA Member's expense, after due notice to the MGCA Member and in accordance with the rules of the Mt. Gretna Campmeeting Association and ordinances of West Cornwall Township, Lebanon County, and the Commonwealth of Pennsylvania.~~

Rule #2: Outdoor Grills, Heaters, and Open Flames

Charcoal or LP gas burners and other open-flame cooking devices shall not be operated on ~~combustible~~ covered porches. It is recommended that they not be operated within 10 feet of ~~combustible~~ construction.

Fire rings, fire pits (permanent or portable), chimineas, and ~~deck/patio heaters will be permitted~~, but must have a properly fitting spark screen cover over the open flame, sit on a fireproof mat, and shall not be operated on ~~combustible~~ covered porches ~~or within 10 feet of combustible construction~~. Deck/patio heaters will be permitted, but shall not be operated on covered porches. These devices must be attended when in use and fully extinguished when not attended.

Commented [DE2]: Change for 2nd reading

Commented [DE3]: Change for 2nd reading

Under no circumstance is open burning of any kind, including but not limited to leaves, paper, or trash, permitted in The Campmeeting.

Exceptions are candles, kerosene lamps, and similar lighting devices. These items are permissible as long as they are attended when in use and fully extinguished when not attended.

Rule #3: Open Burning

~~Under no circumstance is open burning of any kind, to include, but not limited to leaves, paper, or trash permitted in The Campmeeting.~~

Rule #4: Trash Collection and Recycling

Trash/recycling collection and disposal is for the Campmeeting's household garbage or refuse, not to include any construction or demolition waste.

(a) Trash for curbside collection ~~must~~ should be bagged and or placed in a trash can. Recyclables (except flattened cardboard) must be in a suitable container.

(b) Trash/recycling containers and flattened cardboard may be placed curbside for collection no earlier than the evening before collection day.

(c) Member is responsible to coordinate with MGCA's trash vendor for collection of excess waste and oversized items and may be subject to additional charges for their collection.

Oversized items for special collection may be placed curbside for collection no earlier than the evening before arranged pickup day.

(d) Containers must be returned to a storage location at the Member's property as soon as practical after collection and no later than the end of the collection day.

(e) Dumpster usage must comply with all posted requirements and restrictions. Violators will be fined and may be liable for any additional charges incurred by the MGCA.

Rule #5: Pets

In accordance with West Cornwall Township Ordinances ~~2-101~~, pet owners must not allow their animals to litter the private property of other MGCA Members, or the Common Property such as walking paths, streets, and park facilities. All litter must be removed and disposed of promptly and properly. Dogs must be leashed when away from their residence. ~~The ordinance provides for fines of up to \$1,000 or imprisonment for a term not to exceed 90 days.~~

Rule #6: Speed Limits

~~Reckless driving and speeding within the boundaries of The Campmeeting are strictly prohibited. MGCA Members and visitors must drive only on permitted streets.~~

Rule #7: Vehicles

~~Motor vehicles without a valid and current license and inspection sticker are prohibited from parking on MGCA Property.~~

Rule #8: Public Parking

Parking of motor vehicles shall be permitted only in designated Board approved parking areas or designated parking lots. All streets and walkways ~~are designated as fire lanes~~ must be accessible to emergency vehicles at all time.

Commented [DE4]: 2nd reading change

Rule #9: Recreational Vehicles, Boats, and Trailers

The storage and/or occupancy of trailers, boats, recreational vehicles and campers of all types are prohibited ~~on in~~ The Campmeeting Property unless they are stored in an enclosed garage or are in a designated rental space. Campers or vehicles outfitted with caps are permitted if used as a primary means of transportation. ~~Vehicles used as storage containers, including but not limited to box vans, are prohibited on Campmeeting Property.~~ Storage containers like pods will be considered by the Board on a case-by-case basis.

Rule #10: Building Permits

2. (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) Construction projects or renovation work 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.

1. (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.

Rule #11: Porch Enclosures

In the interest of preserving the unique character of The Campmeeting, residents are prohibited from permanently enclosing all or part of an existing open porch without prior approval of the Board. A Building Permit is required, see the MGCA Building Permit Policy. Enclosing a porch without an approved building permit is a fineable offense.

Rule #12: Propane and Oil Tank Enclosures

~~In the interest of preserving the unique character of The Campmeeting, MGCA Members are required to construct an appropriate enclosure around all propane tanks and oil tanks that are readily visible to the public.~~

Rule #13: Sewer and Water Lines

MGCA Members are responsible for sewer lines from their structures to the main connection; for their water lines to and including the curb stops; and for keeping curb stops in working order. 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 #14: Chimneys

~~No new chimneys may be constructed or used without obtaining a Campmeeting Building Permit and the approval of the Board of Managers. A Building Permit must be obtained from the Lebanon County Planning Department before work can commence.~~

Rule #15: Home-Based Businesses

In the interest of preserving the residential setting unique to The Campmeeting, ~~the Board of Managers reserves the right to review and approve the use of properties within its boundaries for purposes other than residential living.~~ Homehome-based businesses must be approved by the Board

of Managers ~~are prohibited when~~ in order to limit undesirable effects ~~are created including but not limited to~~ such as:

- Excessive noise;
- Product displays or store fronts including visible inventory;
- Signage of any kind created for the purpose of business advertisement;
- Unsafe conditions due to inadequate parking or traffic congestion.

Rule #16: Trees

- (a) Tree problems may be found by certified arborists or certified foresters, by MGCA Members, or by residents. All problems with trees should be reported to the Campmeeting Association office.
- (b) Trees provide a unique beauty and add to the value of Campmeeting property. Prior to removing any tree, MGCA Members must submit a Tree Removal Permit Application ~~for approval~~ which must be approved by the Board of Managers. Applications can be obtained on the Mt. Gretna Campmeeting website. A current plot plan/survey must be attached to the application. Members will be responsible to have the tree stump ground and to plant a native tree at least five feet tall in accordance with the parameters on the tree removal permit application. Applications and emergency removals are subject to the approval of the Board of Managers. In emergency situations, contact the office.
- (c) When the Board of Managers approves a tree removal permit, the property owner of the tree has the

responsibility for expenses of the removal, stump grinding, and replanting. If the tree is directly on a property line shared with the Campmeeting, then the expense will be shared equally by the member and the MGCA.

a. Tree removal applications for trees showing signs of life.

Members must submit a tree evaluation as part of the tree removal permit application from a certified arborist or a certified forester if the tree shows any signs of life; the evaluation must also state if there are any treatment options which could save the tree.

b. Tree removal applications for dead trees.

An evaluation by a certified arborist or certified forester will not be necessary for a dead tree as determined by the MGCA Tree Committee Chair or their designee.

c. Trimming.

~~(c) When the Board of Managers determines that a tree needs to be removed or trimmed, the property owner of the tree has the responsibility for expenses of the removal. If branches are growing over a property other than that of the owner of the tree, then the branch is usually the responsibility of the owner of the area over which the branch is suspended. This would apply whether or not it is MGCA Property or Private Property. If a condemned tree seems to be directly on a property line, then the expense may be shared equally by the respective property owners. Property lines go to the sky. Any branches growing over a Member's property are~~

their responsibility. It is recommended, but not required, that Members consult with the office before conducting any tree trimming.

(ed) Taking down or removing trees, dead or alive, from personal and/or Campmeeting property without an approved permit from the Board of Managers is a significant violation of the rules of the Campmeeting and warrants a fine. Removal of a tree with a diameter of less than five inches and taller than 3' will incur a fine of \$5,000 per tree. Removal of a tree with a diameter larger than five inches will incur a fine of \$10,000 per tree. In addition, any legal fees incurred to collect this fine will be the financial responsibility of the Member.

(fe) Wood from downed trees must be removed within 10 working days. Exceptions for removal may be requested from the Tree Committee. If MGCA Members do not have the means to remove the wood from a downed tree, they may contract with the Mt. Gretna Campmeeting Association to have it removed on a rate per hour basis.

(gf) Planting of trees.

Trees on MGCA Property may be planted only by the MGCA. Trees on Private Property must be planted in cooperation with the Tree Committee to ensure it's an appropriate tree and is planted where it will not adversely interfere with ~~at appropriate distances from~~ power lines, sewer lines, or water lines.

Rule #17: Quiet Hours and Quiet Season

(a) In the interest of preserving the peace and quiet beauty of The Campmeeting, 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, 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. 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.

Rule #18: Superintendent Agent

~~The MGCA Superintendent of Grounds may act as an agent of the Board of Managers.~~

Rule #19: Fences and Walls

No fence unit(s) or ~~units~~ walls, including art installations or structures which function as or appear to be fences or walls,

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may be installed without submitting a ~~building~~ Building
~~permit~~ Permit, see the MGCA Building Permit
Policy ~~application to the Mount Gretna Campmeeting~~
~~Association (MGCA)~~. All requests for permission to install
fences or walls must include a photograph of the fence/wall
style and sketch or drawing showing the length and location
of the fence/wall on a site plan for which approval is being
requested. ~~No fence shall be located in the Mt. Gretna~~
~~Campmeeting community without approval. All such requests~~
~~will be required to comply with the "Fencing" code as defined~~
~~herein, before permission is granted by MGCA.~~

~~(a) No fencing of any kind shall exceed three (3) feet in~~
~~height, from finish grade to the top of the fence.~~

~~(b) No fence unit or units may define any one (1) property~~
~~boundary line for more than twelve (12) feet in any one~~
~~direction.~~

~~(c) The maximum allowable aggregate length of approved~~
~~fencing will not exceed forty-eight (48) feet on any property.~~
~~No fence shall enclose any part of the property, including~~
~~attachment to any building or part thereof.~~

~~(d) APPROVED fencing materials shall include, but not~~
~~limited to, wrought iron, aluminum, wood, picket or any fence~~
~~material approved by MGCA.~~

~~(e) PROHIBITIVE fencing materials shall include, but not~~
~~limited to, chain link, wire, split rail, solid wood/metal,~~
~~electric, barbed wire or any fence material/design deemed~~
~~inappropriate and in conflict with the overall character of the~~
~~Campmeeting by MGCA.~~

~~(f) All fences shall be maintained in good repair and painted, as when first installed. Property owner shall pay for all fence maintenance.~~

~~(g) All fence units can be constructed of any manufactured component material, and such material must be approved in writing by the MGCA prior to installation. All fences shall be installed and secured to maintain stability.~~

(h) Any existing fence built prior to January 19, 2016, shall be grandfathered, but any replacement of an existing fence or adding to an existing fence (due to damage or any other reason), shall conform to these current fence regulations.

NOTE: ~~Property~~ Cottage owners may be required to have their property surveyed to determine the exact location of the legal property line. Any and all costs to survey will be the responsibility of the property owner and not MGCA.

Rule #20: Cottage Rental

Members who wish to rent ~~out~~ their Campmeeting ~~home~~ cottage in whole or part must hold a valid MGCA ~~Home~~ Cottage Rental Permit for that ~~home~~ cottage. Permits will be administered in accordance with, and landlords must comply with, the MGCA ~~Home~~ Cottage Rental Policy. The Policy and Permit applications are available on the MGCA website and from the MGCA office.

Rule #21 Liability and Hold Harmless

The MGCA is not liable for any accident, injury, or damage of any kind which occurs in or on a privately-owned structure, appurtenance, or other improvement that encroaches onto MCGA owned land, regardless of whether such structure, appurtenance, or other improvement is located within an

easement granted to the private property owner by the MGCA. ~~Property~~ Cottage owners are responsible for insuring any structure, appurtenance, or other improvement that encroaches onto MGCA-owned land, and shall indemnify the MGCA and hold the MGCA harmless against any claim, lawsuit, or cause of action arising out of the use of the encroaching structure, appurtenance or other improvement.

Rule #22: Non-biodegradable Materials on MGCA Property

For any activities held by the MGCA on MGCA property or by Members using MGCA Property, the use of non-biodegradable materials such as streamers, poppers, etc. are banned. Balloons are allowed, but no non-biodegradable materials may be left on the ground. Members using non biodegradable materials on MGCA property as stated in this rule will be subject to established fines.

PROCEDURES FOR VIOLATIONS, PENALTIES, VARIANCES, AND APPEALS

A. Procedures in case of Violations of Campmeeting Rules and Regulations

Whenever it is determined there are reasonable grounds to believe there has been a violation of any provision of these Rules and Regulations, the ~~Board of Managers~~Executive Committee shall proceed as follows:

1. Serve notice in writing of the alleged violation which shall be signed by the President of the Board of Managers ~~or an authorized representative~~. The notice shall be served personally to the responsible MGCA Member, occupant, operator or other person in charge; or served by registered mail with a return receipt requested; or where such responsible person in charge cannot be found, service may be made by posting a notice in or about the structure or premises; or served by any other method authorized under the laws of the Commonwealth of Pennsylvania.
2. Said notice shall include a statement of the reasons why the notice is being issued, the Rule or Regulation which has been violated, and the remedial actions required.
3. Said notice shall allow a reasonable time, not to exceed thirty (30) days, for the initiation and correction of the violation alleged or of the remedial actions required

except where a violation is deemed to require immediate corrective action.

~~The following~~ Certain rule violations which shall be deemed to require immediate corrective action and can start with an oral conversation and lead to a ~~after receiving oral or~~ written notice from ~~a designated MGCA representative~~ the Executive Committee:-

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- ~~1. Reckless driving within the boundaries of The Campmeeting.~~
- ~~2. Where MGCA Members have not obtained all required building permits as mandated by West Cornwall Township and the MGCA.~~
- ~~3. Where MGCA Members have failed to comply with all applicable building codes, restrictions, and requirements as set forth by West Cornwall Township and the MGCA.~~
- ~~4. Where MGCA Members violate quiet time provisions outlined in #17(a) & #17(b) of the MGCA Rules and Regulations.~~
- ~~5. Where MGCA Members attempt to remove a tree or major limb without having received approval of the Board of Managers.~~
- ~~6. Where MGCA Members are using charcoal or gas grills of any type in an unsafe manner.~~
- ~~7. Where MGCA Members violate the open burning policy outlined in #3 of the MGCA Rules and Regulations.~~

B. Penalties

Any person, partnership, or corporation who or which shall violate the provisions of these Rules and Regulations and is found to be in non-compliance by the ~~Board of Managers~~ Executive Committee shall be required to pay, in general, a fine of \$100.00 plus costs of prosecution ~~unless the violation involves unpermitted removal of a tree(s) as defined in Rule #16. Specific rules may stipulate the fine amount which will override the stated \$100 fine.~~

Commented [DE7]: 2nd reading change

Commented [DE8]: 2nd reading change – undeleted.

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MGCA Members are held responsible for the compliance with all rules and regulations of the MGCA on the part of the MGCA Member, guests, and/or Member's tenants.

~~Unattended vehicles found on MGCA Property blocking fire lanes, or without a valid or current registration or inspection sticker, may be towed away at the owner's expense.~~

~~The Board of Managers reserves the right to take appropriate action and to charge the MGCA Member for any expense incurred by the Campmeeting to make necessary or emergent corrections or corrections not made within the specified time.~~

Fines are payable within 30 days of receipt of notice. Any fine which goes unpaid for a period exceeding 30 days will be collected through appropriate legal means. The MGCA Member will be responsible for collection fees.

Nothing contained herein shall prevent the Board of Managers from taking such other lawful action as is necessary to prevent or remedy any violation.

C. Variances

The MGCA Board of Managers may grant a variance from the strict application of its Rules and Regulations for compelling reasons.

D. Appeals ~~Requests for Appeals or Variances~~

Any person ~~requesting a variance or~~ aggrieved by a decision of the ~~Board of Managers~~ Executive Committee or by any other employee or official charged with the administration and enforcement of the MGCA Rules and Regulations may make an appeal to the Board of Managers. All appeals shall be made in writing stating the grounds upon which the appeal is based and shall be transmitted to the MGCA Association office. An appeal must be made within 15 days of the action or of the receipt of the written notice of any decision or ruling which is being appealed.

In cases of violations requiring immediate corrective action, requests for appeals ~~or variances~~ shall not release the alleged offender from the need to cease all offending activity. Such requests shall not prevent the ~~Board of Managers~~ Executive Committee from exacting penalties or taking such lawful action as is necessary to prevent or remedy any violation.

Hearing:

The Board of Manager Members who do not sit on the Executive Committee shall meet and conduct a hearing within thirty (30) days of the receipt of an appeal ~~or a request for a variance. All hearings shall be public and open to all MGCA Members within the boundaries of The Campmeeting. Notice of hearings will be publicly posted on subject property and on Campmeeting bulletin boards~~ The public nature of the hearing

will be held at the discretion of the Board of Managers who will be voting on the appeal. A record shall be kept of all evidence and testimony presented at the hearing. Unless otherwise arranged by the Board of Managers, all hearings shall be at the time and place of the regular Board of Managers meetings ~~which normally occur on the third Tuesday of each month.~~

Decision of the Board:

All decisions of the Board shall be in writing, and a copy of each decision shall be sent to the applicant. ~~The Board of Managers shall also retain in its files a copy of each decision, which files shall be available for inspection by MGCA Members. Each decision shall set forth fully the reason for the decision of the Board of Managers and the findings of fact on which the decision was based.~~

~~E. Appeal Decisions~~

~~The MGCA Board of Managers shall consider all appeals made to it and, depending on its findings, shall decide whether such appeals shall be granted.~~

PROCEDURE FOR AMENDING RULES AND REGULATIONS

These Rules and Regulations may be amended by the Board of Managers after one reading at a regular business meeting followed by public comment submitted and received in writing prior to the following regular business meeting. The vote on the amended Rules and Regulations shall take place at the said following regular business meeting. Changes to the Rules and Regulations require approval by a majority of the Board of Managers.

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