

Rocky Springs Carousel Association Board Minutes

December 16th, 2025 – 6:30 pm

Gallery - Lancaster, PA

1. **Call to Order** – The meeting was called to order at 6:30 PM by Tracy Artus, President. The following Board members were present: Derek Shaw, Julie Brady, Jacob Glensor, Ray Bradley, Rick Kahn, and Matthew McCall (virtual). Guests – Carol Wanner, Dick Harkcom, and Mike Berk (virtual).
2. **Approval of Minutes** – Motion by Rick Kahn and seconded by Ray Bradley to approve the minutes of November 18th, 2025. **MOTION CARRIED.**
3. **Financial Reports** - Jacob Glensor handed out the P&L for November, and Balance Sheet through 12/15/25 to the board for review. Motion to approve report by Ray Bradley and seconded by Derek Shaw. **MOTION CARRIED.**
4. **President's Report** - Tracy Artus
 - We will be in need of volunteers for in January to help move the jesters and donor bricks.
 - In need of volunteers to help with fundraising.
 - The LOI in draft agreement form is now with Executive Committee.
 - Will begin seeking Corporate Donors.
5. **Communications Report** - Matthew McCall – Thanks to all who helped with ExtraGive!
6. **Fundraising Report** – Tracy Artus – Ugly Sweater fundraiser raised \$188. Julie Brady reported that 12 animals have already been sponsored through the 2026 Adopt-an-Animal fundraiser, in the amount of \$7,250. Ray Bradley moved to approve the report and names listed as of 12/14/25, seconded by Jacob Glensor. **MOTION CARRIED.**
7. **Restoration Report** - Ray Bradley – Still need to move bricks and jesters to new location.
8. **Volunteers Report** - Carol Wanner – Signup Genius is being emailed out to volunteers for gallery staffing. Rick Kahn motioned to approve the new Volunteer Policy and handbook, seconded by Derek Shaw. **MOTION CARRIED.**
9. **Old Business** – Nomination Committee - Julie Brady reported that the Nomination Committee met virtually on 12/2/25 and is in the process of interviewing candidates for board seats. EastCoaster event will be first weekend in February, motion to participate made by Jacob Glensor, seconded by Ray Bradley. **MOTION CARRIED.** Ray Bradley will take the lead on staffing event table.
10. **New Business** – Tracy Artus motioned to approve the SOP for the Gallery, seconded by Rick Kahn. **MOTION CARRIED.** Tracy Artus moved to approve the Code of Conduct policy, seconded by Derek Shaw. **MOTION CARRIED.** Via email on 12/16/25 Dustin Knarr resigned from the board due to time constraints, motion to accept his resignation was made by Derek Shaw, seconded by Ray Bradley. **MOTION CARRIED.** Julie Brady motioned to forego the planned Closed Door Board Meeting immediately following this meeting, seconded by Rick Kahn. **MOTION CARRIED.** Rick Kahn motioned to hold our January 20th, 2026 meeting as a work session with CCBF, tabling any January items until February's meeting, seconded by Ray Bradley. **MOTION CARRIED.**

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11. **Public Comment** – The following public comment was provided at the meeting: Dick Harkcom did some preliminary research and found that Witmer Motor Service is able to help service and/or restore carousel motor. Carol Wanner suggested having people share personal stories of their carousel memories.

12. **Next Meeting** – The next meeting for the Board of Directors will be a work session with CCBF on **Tuesday, January 20th, 2025, at 6:30 pm**. Location TBD.

13. **Adjournment** – There being no further business, the meeting adjourned at 7:12pm.

APPROVED