

Town of St. Germain Accommodations Tax Commission

Minutes of the Meeting of November 13, 2013

The Meeting was called to order at 5:05 pm.

Roll Call was as follows: Tom Best, Lois Rogacki, Marion Janssen, Fred Radtke and Deb Harvey. Ted DeRuiter was present to represent the Chamber and Tom Christensen was present as a Citizen.

Agenda Tom Best motioned to approve the agenda as presented with a second from Marion Janssen which carried at 5:06 pm.

Chairman's Report Fred Radtke reported having met with Ted DeRuiter to work out the particulars of the proposed new Accommodations Tax Agreement. Fred noted that the Chamber and the Commission are in agreement on most issues with the exception that the Town will only sign a one year agreement while the Chamber is looking for a two year agreement. Fred explained that Walt Camp is citing a new State law that prohibits Town Board's from entering into multi-year agreements that would obligate a new Town Board. Fred will seek clarification on the law and he and Ted will meet again to work out the details.

It was further noted that while the Chamber intends to change its fiscal year from a May 1st start to a calendar year start, doing so will require a change in the By-Laws which needs to be brought to the membership who then has 30 days to respond.

Minutes The Minutes of the August 14, 2013 meeting were distributed for review. Marion Janssen motioned to approve with a second from Lois Rogacki. Motion carried at 5:20 pm.

Treasurer's Report Marion Janssen distributed the report of Accommodations Tax showing third quarter collections \$144,224.85. Upon discussion and review of the report, Tom Best motioned to approve the Treasurer's report and Deb Harvey seconded the motion which carried at 5:23 pm.

Chamber's Report Deb Harvey distributed the Chamber's report detailing the activity of the accommodations account for the period of July through Sept. 30, 2013. Marion questioned why depreciation expense on the copier was taken against the tax account when in reality depreciation is only a paper expense; no actual money is spent as a result. Additionally, it was asked what percentage of expenses like the phone bill, are allocated to accommodations tax vs. other Chamber income. We agreed to get clarification on the depreciation expense and to ask if 100% of expenses like the telephone are charged to the tax or if

there is an allocation of some sort. **The report was moved for approval by Tom Best with a second from Marion Janssen. Motion carried at 5:41 pm.**

Marion presented the check to Ted DeRuiter from the Chamber, in the amount of \$108,168.64 representing its share of the 3rd quarter collections.

Commission Member's Comments None heard.

Citizen's Comments None heard.

With no further concerns from the Commission, Fred Radtke made the **the motion to adjourn with a second from Tom Best. Motion carried at 5:55 pm.**

Next meeting is scheduled for Wednesday, February 12, 2014 at 5:00 pm.

Respectfully Submitted by:
Deb Harvey

**Approved Date & Time:

Commission Secretary

**Signature:
