

Town of St. Germain Accommodations Tax Commission

Minutes of the Meeting of February 12, 2014

The Meeting was called to order at 5:04 pm.

Roll Call was as follows: Tom Best, Lois Rogacki, Marion Janssen and Deb Harvey. Penny Wiesmann was present to represent the Chamber.

Agenda Marion Janssen motioned to approve the agenda as presented with a second from Lois Rogacki which carried at 5:05 pm.

Chairman's Report Fred Radtke was out of town but sent a written report stating that "we have a verbal agreement with the Chamber regarding the agreement for providing accommodation tax distribution. We have settled on a two year agreement with an automatic renewal of the agreement unless there is a change in wording or a 90 day notification of non-renewal by either party. The non-renewal date will be before October 2, each even numbered year.

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. Once this has taken place a written agreement will be completed.

Marion Janssen motioned to accept the Chairman's Report as read with a second from Lois Rogacki which carried at 5:05 pm.

Secretary's Report The Minutes of the November 13, 2013 meeting were distributed for review. **Marion Janssen motioned to approve the Minutes as presented with a second from Lois Rogacki. Motion carried at 5:06 pm.**

Treasurer's Report Marion Janssen distributed the report of Accommodations Tax showing third quarter collections \$25,692.86. Upon discussion and review of the report, **Lois Rogacki motioned to approve the Treasurer's report and Deb Harvey seconded the motion which carried at 5:07 pm.**

Chamber's Report Penny Wiesmann distributed the Chamber's report detailing the activity of the accommodations account for the period of October through December 31, 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. Penny said she would see an official response from the Chamber's accountant as to why the expense appears where it does. **The report was moved for approval by Marion Janssen with a second from Lois Rogacki. Motion carried at 5:12 pm.**

Marion presented the check to Penny Wiesmann from the Chamber, in the amount of \$19,269.65 representing its share of the 4th quarter collections.

Commission Member's Comments None heard.

Citizen's Comments None present.

With no further concerns from the Commission, **Deb Harvey made the motion to adjourn with a second from Marion Janssen. Motion carried at 5:16 pm.**

Next meeting is scheduled for Wednesday, May 14, 2014 at 5:00 pm.

Respectfully Submitted by:
Deb Harvey

**Approved Date & Time:

Commission Secretary

**Signature:
