

Town of St. Germain Accommodations Tax Commission

Minutes of the Special Meeting of May 13, 2015

1. The Meeting was called to order at 5:02 pm.
2. **Roll Call** was as follows: Fred Radtke, Tom Best, Marion Janssen, Tom Christensen, Deb Harvey and Paul Bohnen. We have a quorum present.
3. **Agenda** The agenda was motioned for approval by Tom Best with a second from Marion Janssen. Carried at 5:04 pm.
4. **Chairman's Report** Fred proposed changing the By-Laws to have Commissioners terms expire August 31st annually.
5. **Secretary's Report** The Minutes of the February 11, 2015 meeting were distributed for review. Tom Best motioned to approve with a second by Marion Janssen. The motion carried at 5:09 pm.
6. **Treasurer's Report** Marion Janssen distributed the Treasurer's Report for review.
 - A. The current quarter revenue comparison to prior years was reviewed.
 - B. There are currently (2) property managers delinquent and a few seasonals.
 - C. There is (1) property manager delinquent from previous quarter(s).
 - D. There was nothing reported pertaining to penalties collected.
 - E. There was nothing reported pertaining to penalties or interest collected.
 - F. There was nothing reported pertaining to the number of letters sent to late accommodations.
 - G. Marion presented the check to the Commission representing the Chamber's portion of the tax collected.
 - H. Approval of Treasurer's Report. Upon discussion and review of the report, Deb Harvey motioned to approve the Treasurer's report and Tom Best seconded the motion which carried at 5:38 pm.
7. Debbie Harvey distributed the Chamber Quarterly Report for review. Marion Janssen motioned to approve the Chamber's Expense Detail Report and Paul Bohnen seconded the motion which carried at 5:38 pm.
8. Debbie Harvey received the Chamber's portion of the proceeds from Q1/15 in the amount of \$35,275.17.
9. **Commission Member's Comments** Marion will continue to pursue the delinquent accounts according to the guidelines established in our November 12, 2014 meeting.
10. **Citizen's Comments** None heard.
11. Next meeting is scheduled for Wednesday, August 12, 2015 at 5:00 pm
12. With no further concerns, Tom Christensen motioned to adjourn the meeting with a second from Tom Best which carried at 5:50 pm.

Respectfully Submitted by:
Deb Harvey

Commission Secretary

**Approved Date & Time:

**Signature:
