

Town of St. Germain Accommodations Tax Commission

Minutes of the Meeting of August 17, 2016

1. The Meeting was called to order at 5:05 pm.
2. **Roll Call** was as follows: Tom Best, Paul Bohnen and Deb Harvey. Marion Janssen was excused due to a fire call.
3. **Agenda** Distributed for review. Paul Bohnen motioned to approve with a second from Deb Harvey. Motion carried at 5:06 pm.
4. **Chairman's Report** Nothing to report.
5. **Secretary's Report** The Minutes of the May 10th meeting were not available. Approval will take place at the November, 2016 meeting.
6. **Treasurer's Report** The Treasurer's report was distributed for review.
 - A. The current quarter revenue comparison to prior years was reviewed.
 - B. There are currently (4) delinquent accommodations.
 - C. There are (9) delinquent from previous quarter.
 - D. Invoices have been sent to the (4) delinquent as of 6/30/16.
 - E. There was \$1,535.46 in penalties & interest collected from the previous quarter.
 - F. There were (4) letters sent to late accommodations. (1) Of which went to property managers and (3) to single properties.
 - G. Approval of Treasurer's Report. **Paul Bohnen motioned to approve the report as presented with a second by Deb Harvey. Motion carried at 5:16 pm.**
7. The Chamber Quarterly Room Tax Activity Report was not available for review.
8. The Chamber's portion of the proceeds from Q2/16 are in the amount of \$62,646.10. This amount includes the Chamber's share of \$16,370.22 from Q3/15 and \$6,436.26 from Q1/16. Tom Christensen has already presented the Chamber with the check.
9. **Commission Member's Comments** None heard.
10. **Citizen's Comments** None heard.
11. Next meeting is scheduled for Wednesday, November 9, 2016 at 5:00 pm
12. With no further concerns, **a motion to adjourn was made by Deb Harvey with a second by Paul Bohnen. Meeting was adjourned at 5:20 pm**

Respectfully Submitted by:
Deb Harvey

Commission Secretary

**Approved Date & Time:

**Signature:
