

# Town of St. Germain Accommodations Tax Commission

## Minutes of the Meeting of November 21, 2016

1. The Meeting was called to order at 5:03 pm.
2. **Roll Call** was as follows: Paul Bohnen, Fred Radtke, Deb Harvey and Marion Janssen.
3. **Agenda** Distributed for review. **Paul Bohnen motioned to approve with a second from Deb Harvey. Motion carried at 5:04 pm.**
4. **Chairman's Report** Nothing to report.
5. **Secretary's Report** The Minutes of the August meeting were reviewed. **Marion Janssen motioned to approve with a second by Paul Bohnen. Motion carried at 5:07 pm.**
6. **Treasurer's Report** The Treasurer's report was distributed for review.
  - A. The current quarter revenue comparison to prior years was reviewed. It was noted that the collection was up just shy of \$12,000 for the quarter at \$182,901.52. This amount includes about \$5,800 from Q2 and could have been higher still if it weren't for the delinquent accounts.
  - B. There are currently (8) delinquent accommodations.
  - C. There are (4) delinquent from previous quarter.
  - D. Invoices have been sent to the (8) delinquent.
  - E. There was \$86.08 in penalties & interest collected from the Q 2, 2016.
  - F. There were (8) letters sent to late accommodations. (3) Of which went to property managers and (5) to single properties.
  - G. Approval of Treasurer's Report. **The Treasurer's report was MSC at 5:16 pm.**
7. The Chamber Quarterly Room Tax Activity Reports for both Q 2 and Q 3 were presented for review as Q 2 was unavailable at the August meeting. **Both reports were studied by those present and after some discussion, both reports were MSC at 5:25 pm.**
8. The Chamber's portion of the proceeds from Q3/16 are in the amount of \$137,176.14 with \$45,725.38 going to the Town. These amounts include \$5,881.58 from Q2/16 and \$139.01 paid ahead for Q4/16. 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, February 15, 2017 at 5:00 pm
12. With no further concerns, **adjournment was MSC at 5:28 pm**

Respectfully Submitted by:  
Deb Harvey

\*\*Approved Date & Time:

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Commission Secretary

\*\*Signature:

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