

LOUISIANA TAX FREE SHOPPING COMMISSION

Commission Meeting

MINUTES

June 25, 2020

Baton Rouge, LA

10:00 A.M.

Zoom login 992 7677 2060

Certification of Inability to Operate Due to Lack of a Quorum

In accordance with Executive Proclamation 52 JBE 2020, issued by Governor John Bel Edwards on April 30, 2020, the Louisiana Tax Free Shopping Commission is providing for attendance at Commission meetings via teleconference or video conference as allowed during the pendency of the COVID-19 health emergency. Pursuant to Section 4(E) of 52 JBE 2020, the Louisiana Tax Free Shopping Commission will provide attendance for the 10:30 AM meeting on May 8, 2020 via Zoom and in a manner that allows for observation and input by members of the public, as set forth in the Notice. The Louisiana Tax Free Shopping Commission is unable to operate in person in order to establish a quorum as doing so may result in violating Governor Edwards' order that all public gathering of 10 or more people be suspended or postponed.

Commission Members Present via Zoom: Kevin Richard, Deputy Secretary, Louisiana Department of Revenue; Laura Lapeze, Louisiana Treasurer's Office; Thomas Spiers, Appointee, World Trade Center New Orleans; Leanne Weill, Office of the Lt. Governor; Doug Bourgeois, Office of the Lt. Governor; Julie Stokes, Governor Appointee

LTFS Staff Present: Denise Thevenot, Executive Director, LTFS; Amy Hemphill, Accountant

Also Present: Luke Morris, Assistant Secretary, Louisiana Department of Revenue

1. **CALL TO ORDER**

Kevin Richard called the meeting to order at 1:37 P.M. and introduced Luke Morris from the Louisiana Department of Revenue

2. **APPROVAL OF MINUTES**

On a motion made by Ms. Lapeze and seconded by Mr. Spiers, the minutes for the May 8, 2020 meeting were approved with the amendment to add the Certification of Inability to Operate Due to Lack of a Quorum.

3. **PROGRAM STATUS**

Ms. Thevenot briefly explained the program status reports. Less than 50 customers had been serviced by mail in refunds in April and May. Ms. Thevenot asked if there were any questions, there being none, Mr. Richard moved the meeting to Financial Statements

and Seconded by Mr. Bourgeois, Executive session was called at 11:28 A.M. and Ms. Thevenot and Ms. Hemphill were asked to leave the meeting.

4. FINANCIAL STATEMENTS

Ms. Hemphill went over the financial statements for the year. Through May, the agency showed a deficit of \$140,125.63. Profit and Loss for May 2020 showed a deficit of \$6,201.54.

Mrs. Stokes questioned the bank charges LTFS paid monthly. Ms. Hemphill explained the agency had an account with Chase bank through the state contract. In addition, the agreement between LTFS and Tanger Management for the Tanger refund center requires the agency to pay the bank charges for the account Tanger uses to process refunds through their center.

5. EXECUTIVE SESSION

On a motion made by Mrs. Stokes and seconded by Ms. Lapeze, the meeting went into executive session and Ms. Thevenot and Ms. Hemphill left the call.

Mr. Richard gave the Commission an update on the 5/8/2020 LTFS/LDR resolution including an update of a layoff plan

The Commission discussed closing the Macy's refund center due to a lack of activity following Covid-19. Mr. Richard also discussed with the Commission the proposal he was working on with Lakeside Shopping Center and the Office of the Treasurer to have a center within Lakeside that processed Tax Free Shopping Refunds as well as Unclaimed Property claims. On a motion made by Mr. Spiers and seconded by Mr. Bourgeois, the Commission decided to close the Macy's refund center in Lakeside Mall by 7/1/2020.

Mr. Richard presented a budget for Fiscal Year 2020-2021. On a motion made by Mr. Spiers and seconded by Mrs. Stokes, the Commission decided to delay the vote on the budget until the next Commission meeting.

ADJOURN

On a motion made by Mrs. Stokes and seconded by Ms. Lapeze, the meeting adjourned at 2:36 P.M.

ADJOURN

On a motion made by Mr. Spiers and seconded by Ms. Lapeze. The meeting adjourned at 1:15 P.M.