**LOUISIANA UNIFORM LOCAL SALES TAX BOARD**

**February 15, 2018**

**Regular Board Meeting**

The Louisiana Uniform Local Sales Tax Board held its regular meeting at the LMA Building, 700 N 10th Street, Baton Rouge, LA 70802, on Thursday February 15, 2018 at 10:00 am.  The following board members were in attendance:  Donna Andries, Greg Ruppert, Amber Hymel, Karen White (proxy for John Gallagher), and Mark West (Proxy for Roland Dartez).  Absent:  Scott Richard, Tiffani Delapasse, Mike Ranatza

**OLD BUSINESS:**

* Motion by Karen White, seconded by Greg Ruppert to approve the board minutes of the January Regular Board Meeting.  Item unanimously passed.
* Discussion of the VDA review and approval was deferred until the March Meeting.

**NEW BUSINESS:**

* Mrs. Andries presented all RFP Proposals for the LULST Board’s fiscal agent for consideration. Proposals were received from JP Morgan Chase, Red River Bank and Whitney Bank.
  + Geographic accessibility was reviewed, along with each proposals fees and/or payout costs, and customer service history and online accessibility. It was determined that Whitney Bank is the most conducive to the Board’s financial operating needs. All proposals and details are available for public viewing at the office of record.
  + Motion by Mark West to name Whitney/Hancock Bank as the LULST Board’s fiscal agent, Seconded by Amber Hymel. Item unanimously passed.
* Motion by Amber Hymel to name Greg Ruppert as Treasurer.
  + Motion amended by Mark West to include the parameters on the appointment to Treasurer to be until such time that an Executive Director is hired and staff is obtained to take over the duties of the Treasurer chosen. Seconded by Karen White. Item unanimously passed.
* Motion by Karen White to name Greg Ruppert, Donna Andries and Amber Hymel as signatory authorities on any financial transactions requiring dual approval, seconded by Mark West. Item unanimously passed.

**ITEMS NOT REQUIRING BOARD VOTE:**

* The Board discussed the creation of a website. Rick Mekdessie with the Avenu Company outlined the process of creating a website and the possible costs associated with the process. Site security needs were also discussed, along with structure and hosting and monitoring options.
* Mrs. Andries announced that HB26 by Representative Pearson which allows Board Representatives to participate in MERS has been introduced in the session.

**ADJOURN**

Motion to Adjourn by Karen White, seconded by Greg Ruppert and unanimously passed by board.

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/s/    Donna Andries, Chairperson

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/s/   Greg Ruppert, Vice Chairperson