



Louisiana Uniform Local Sales Tax Board

Minutes of the Regular Meeting
Thursday, May 11, 2023 ~ 1:30 PM
LAMPERS Building, First Floor Executive Conference Room
7722 Office Park Blvd. Baton Rouge, LA 70809

This meeting will be available via Zoom. Members of the public are encouraged to provide comments to the Zoom chat function. See link below:

https://us06web.zoom.us/j/93955109963?pwd=WS9vbTRwaW0ycUkySDU1aFB1c3Q1UT09

Meeting ID: 939 5510 9963 Passcode: 663831

MEMBERS & PROXIES PRESENT (P) / ABSENT (A):

Members:

- Dr. Janet Pope, LA School Board Executive Director
Mike Ranatza, LA Sheriff's Association Executive Director
John Gallagher, LA Municipal Association Executive Director
Guy Cormier, Police Jury Association of Louisiana Executive Director
Amanda Granier, LA School Board Association Appointee
Shawn McManus, LA Sheriff's Association Appointee
Kressy Krennerich, LA Municipal Association Appointee - Chairman
Jeffery LaGrange, Police Jury Association of Louisiana Appointee - Vice Chairman

Proxies:

- Neshelle S. Nogess, LA School Board Association, Secretary
Karen Day White, LA Municipal Association
Debbie Henton, Police Jury Association of Louisiana

STAFF PRESENT:

- Clarence Lymon, CPA, Executive Director

OTHERS PRESENT:

- Rick Mekdessie
Andrew Kolb, LULSTB Executive Counsel
Renee Roberie, Remote Sellers Commission
Darlene Allen, CPA, LATA Executive Director
Administrators participating via the Zoom Web Conferencing platform.

Each member of the Board received the following documents prior to the meeting:

- 1. 05/11/2023 Meeting Agenda
2. 04/13/2023 Meeting Minutes
3. 04/30/2023 Financial Statements
4. FY 2022 YTD Budget through 04/30/2023
5. Bill Payments Month Ending 04/30/2023
6. FY 2023-2024 Budget Preparation Documents

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1. Roll Call

Chairman Krennerich called the meeting to order at 1:33PM. The secretary called the roll and a quorum (5 members / proxies or more) was established.

2. Adoption of the Agenda

ON MOTION OF Shawn McManus, SECONDED BY Amanda Granier, AND CARRIED, the Board voted to adopt the agenda of the May 11, 2023 meeting of the LA Uniform Local Sales Tax Board.

3. Approval of the Minutes of the LA Uniform Local Sales Tax Board Held (Date)

ON MOTION OF Neshelle Nogess, SECONDED BY Amanda Granier, AND CARRIED, the Board voted to approve the minutes of the meeting of the LA Uniform Local Sales Tax Board held April 13, 2023.

4. Remote Seller Commission Update

Renee Roberie, Executive Director of the Louisiana Remote Sellers Commission, provided an update on monthly collections and distributions for the month of April 2023.

5. Executive Director's Report

- **Act 669 – Uniform Reporting for Collectors (Update)**
 - The document is posted to the LULSTB and LLA websites. ED Allen is working to post to the LATA website. The current version of the document is not editable. ED Lymon reached out to the LLA office for another version.
- **Lookup tool – Hold Harmless Provision (Update)**
 - LULSTB Board recommended creating a rule in regards to a hold harmless provision. Executive Counsel recommended additional language to the document.
 - Concerns about the Look Up Tool security. Stop gap measures have been put in place by IT consultant and Tax watch (i.e. Captcha).
 - Question raised about longitude and latitude which only covers the land in Louisiana, not inland offshore (within the 3 mile limit).

- **FY 2023-2024 Budget Adoption Schedule (Attachment Provided)**
 - May 11-- Monthly Board Meeting-presentation of proposed budget
 - May 15 -- Publish notice that proposed budget is available for public viewing and date, time, and place of public hearing (per RS 39:1307)
 - May 26 -- Hold public hearing (in accordance with public notice)
 - June 8 -- Adoption of FY 23-24 budget (including message and resolution). Must be adopted prior to start of FY 2023-2024
 - On or before June 30--public notice that all actions required by RS 39:1307 were completed.

- **FY 2023-2024 Proposed Budget Presentation (Attachment Provided)**
 - Will continue with current projections for FY 2022-2023
 - Salary positions do not include an auditor

6. Financial Reports

- **Financial Statements**
 - Question raised about the lack of intergovernmental revenue on the profit and loss statement during the month of April. ED Lymon will reach out to Karen St. Germain.
- **Y-T-D Budget Review**
- **Bills Paid Review/Approval**

ON MOTION OF Amanda Granier, SECONDED BY Karen White, AND CARRIED, the Board voted to receive the financial reports and approve the bill payments for the month ending April 2023.

7. Other Business

- **LULSTB / Parish Services and Funding Agreement Discussion**
 - Current MOU's expire on June 30, 2023 with an automatic renewal. In an effort to encourage non-member Collectors to become funding members, suggested additional language for the agreement:
 - Provision similar to the RSC regarding unidentified apportioned or minimum fund balance be returned at the end of the year
 - Budget would have a set minimum fund balance and anything above that would have to be already appropriated for current and / or identified future projects.

- **Proposal to Amend Bylaws**
 - Executive Counsel and Director will present proposals at the June meeting.

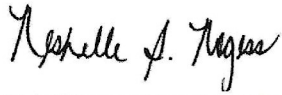
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Public Comment

None

Adjournment

ON MOTION OF Shawn McManus, SECONDED BY Amanda, AND CARRIED, the Board voted to adjourn at 2:26 PM.



Neshelle S. Nogess, Secretary