**LOUISIANA UNIFORM LOCAL SALES TAX BOARD**

**June 18, 2020**

**Special Meeting**

The Louisiana Local Sales Tax Board a special meeting via the Zoom platform on June 18, 2020 at 2:00 PM.

***Roll Call***

Chairperson Rupert called the meeting to order at 2:04 PM and requested roll call from Secretary Hymel. The following members were present: Gregory Ruppert (proxy for Mike Ranatza), John Gallagher, Mark West (proxy for Guy Cormier), Janet Pope, Amber Hymel (proxy for LSBA), Jeff LaGrange and Kressynda Krennerich. At the time of this meeting the LSA did not have an administrator appointed to represent their organization.

***Adoption of Agenda***

Dr. Pope submitted a motion, seconded by Mr. LaGrange and approved by the members to adopt the agenda as posted for the June 18, 2020 meeting.

***New Business***

* **Discussion/Adoption of Fiscal Agent:** Mr. Ruppert presented a two year contract for the Board’s fiscal agent with Whitney Hancock (the current agent). Mr. Ruppert noted that the interest rate will change into the current term which is lower than when the contract was originally signed in 2018. Ms. Krennerich added due to the low number of transactions that it may not be cost effective for the Board to search for a new agent. Mr. West question Executive Director Bergeron if the customer service the Board has received to date has been satisfactory, to which Mr. Bergeron replied that it has.
  + Mr. Lagrange motioned that we accept the contract with a two year extension. The motion was seconded by Mr. Ruppert and unanimously approved by the Board.
* **Adoption of the 2020-2021 Budget (Executive Director):** For the purpose of record Mr. Bergeron noted that a preliminary budget was presented at the May 21, 2020 meeting, then a formal introduction of the final budget was introduced at the June 12, 2020 meeting and the purpose of today’s special meeting is to formally adopt the budget.
  + A copy of the budget is available on the Board’s website and a physical copy is also available at the Secretary’s office in Jennings, LA.
  + Mr. Lagrange made a motion to accept the budget, which was seconded by Mrs. Krennerich. A roll call vote was taken with all present voting to accept the budget.

***Other Business***

* Dr. Pope provided an update on the status of the MOUs that were provided to the school systems. It is expected that 100% of the provided MOUs will be approved and signed by the School Board Collectors. It was also stated that there are quite a few that are currently on the way to the Board via mail.
* Mrs. Krennerich provided an update on the MOUs for the Remote Sellers Commission. There have been 53 received, 7 pending, 3 unable to reach and 1 refusal to sign. The parish refusing to sign stated they believe an agreement is not necessary as it is covered statutorily.
* Mr. West provided an update on the Document of Assessment of Audit Costs for Local Audits, in that it is not being distributed as previously stated, but currently being revised.
* Mr. Bergeron wanted to formally recognize Mr. West for his service to the Board during his tenure as proxy for the Louisiana Police Jury Association.

***Executive Session***

There was no Executive Session at this meeting.

***Adjournment***

A motion to adjourn was made by Mr. West at 2:31 PM, seconded by Mr. Ruppert and approved by the Board.

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