

# LOUISIANA SALES AND USE TAX COMMISSION FOR REMOTE SELLERS

## APPROVED Minutes of June 13, 2024 Meeting

- I. **Call to Order/Roll Call** - The meeting of the Louisiana Sales and Use Tax Commission for Remote Sellers was called to order at 11:07 AM by Chairman McManus. A quorum was established with six members in attendance. Members present were:
  1. Shawn McManus (LULSTB)
  2. Kressy Krennerich (LULSTB)
  3. Amanda Granier (LULSTB)
  4. Kelli Jumper (LDR)
  5. Jeffery LaGrange (LULSTB)
  6. Mia Strong (LDR)
- II. **Approval of Meeting Minutes from May 9, 2024**
  - A motion was made by Ms. Krennerich to approve the meeting minutes from the meeting on May 9, 2024, and seconded by Mr. Lagrange. Following a vote and a call for public discussion, the minutes were approved unanimously by the members present.
- III. **Report From Executive Director**
  - A. **Distribution Report**
    - Ms. Roberie reported that the distribution for May (April tax receipts collected in May) included \$49,733,176.73 in collections and that the Commission had 10,287 open accounts at the end of May. She reported that the Commission continues to average approximately 35 new accounts a week. Ms. Roberie also reported that LRSC has collected \$1,831,539,654.87 total to date.
  - B. **Budget**
    - Ms. Roberie presented updated an updated financial report as of June 13, 2024 showing the Commission has expended \$1,152,866.04 in administrative expenses to date and continues to operate under budget.
- IV. **Discussion and Action Items**
  - A. **FY 2024-25**
    - Ms. Roberie went over the previously introduced proposed FY 2024-25 budget and went over the major changes which are primarily driven by the proposed increase in the number of staff. Ms. Krennerich made a motion

to approve the presented FY 2024-25 budget including the market increases for unclassified staff salaries. Mr. Lagrange seconded the motion and following a call for public discussion and a vote, the motion was unanimously approved by the members present.

**B. Financial Services Contract**

- Ms. Roberie presented the draft scope of services for the renewal of the financial services contract with EisnerAmper (formerly Postlethwaite and Netterville). The contract covers the preparation of monthly reconciliations from the system of record to the general ledger and cash collections, monthly bookkeeping assistance including timely monthly bank reconciliations and assistance in the preparation and review of the annual financial report. The proposed contract is for a 12-month period not to exceed \$150,000.
- A motion was made by Mr. Lagrange to allow the Executive Director to move forward with the contract and seconded by Ms. Jumper. Following a call for public discussion and a vote, the motion was unanimously approved by the members present.

**C. Bank Accounts**

- Ms. Roberie discussed the need to move the Commission's bank accounts under the Commission. Currently the bank accounts are still residing within the Louisiana Department of Revenue which dates back to when the department was assisting the Commission in its creation.
- A motion was made by Ms. Strong to defer this item until the next Commission meeting. The motion was seconded by Chairman McManus and following a call for public discussion and a vote, the motion was unanimously approved by the members present.

**V. Election of Chairman and Vice-Chairman for FY 2024-25**

- A motion was made by Ms. Granier to defer this item until the next Commission meeting and seconded by Mr. Lagrange. Following a call for public discussion and a vote, the motion was unanimously approved by the members present.

**VI. Other Business**

- Ms. Krennerich reminded the Commission that the September meeting of the Louisiana Local Uniform Sales Tax Board would be on Friday, September 13, 2024 during the third quarter meeting of the Louisiana Association of Tax Administrators in Natchitoches.

**VII. Public Comment**

- No public comment.

**VIII. Adjournment**

- With a motion by Ms. Granier and a second by Ms. Jumper, Chairman McManus declared the meeting adjourned at approximately 11:34 AM.