

LOUISIANA SALES AND USE TAX COMMISSION FOR REMOTE SELLERS

Minutes of February 10, 2022 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 11:01 AM by Chairperson Lagrange. A quorum was established with seven members in attendance. Members present were:

1. Jeff LaGrange (LULSTB)
2. Danielle Clapinski (LDR)
3. Darlene Allen (LDR)
4. Kelli Jumper (LDR)
5. Shawn McManus (LULSTB)
6. Kressy Krennerich (LULSTB)
7. Amanda Granier (LULSTB)

II. **Approval of Meeting Minutes from January 13, 2022**

- A motion was made to approve the meeting minutes from the meeting on January 13, 2022 by Mr. McManus, and seconded by Ms. Clapinski. Following a vote and a call for public discussion, the minutes were approved unanimously by the members present.

III. **Update on Direct Marketer/Remote Seller Registrations by LDR**

- Ms. Jumper reported that there are currently 5,413 active remote seller registrations with the Commission.
- Ms. Jumper also reported that there are currently 1,916 active direct marketer registrations with the Department.

IV. **Report from Executive Director**

A. Distribution Report

- Ms. Roberie provided a report and updated members on collections to date. In January, the Commission collected \$46,877,760.02. \$46,408,982.72 was distributed to the state and local collectors. The number of returns processed in January was 3,990. Of those, 3,720 were filed for the December period.

B. Budget

- Ms. Roberie reported the financials through January 2022. The Commission continues to be under budget for expenditures and over budget for collections, as is expected since we have not assumed the increases in costs that we expect in the future (rent, additional staff, etc).

V. Discussion Items:

A. Lease Agreement for 7722 Office Park Blvd

- Ms. Roberie presented the lease agreement that was prepared by the Office of State Buildings based on the specification sheet that was presented at a prior Commission meeting. It is a 5-year lease, 2006 square feet with a slight increase in rent each year.
- A correction was noted on page 3 that will need to be made so that the numeral and the written words will be in agreement. Ms. Clapinski inquired if the space accommodates current staff envisioned as well as future growth. Ms. Roberie replied that it did and in addition there is a plan to have a hybrid work environment with shared work stations to accommodate any growth in the number of staff.
- Mr. McManus inquired about section 16 and if there is a cap on the amount of additional expenses that could be shared amongst the occupants. Ms. Roberie said that she would follow up with the Office of State Buildings. He also inquired about section 28 that provides if funding is not available the lease could be terminated with 60 days' notice.
- Ms. Roberie explained the next step is for the lease to be sent to the lessor for signature and then it would come back to the Commission for signature.

B. Meeting Dates for Remainder of 2022

- A proposed list of meeting dates for the rest of the year was presented. It includes adjustments to accommodate for any conflicts with the Louisiana Association of Tax Administrators quarterly meetings.

VI. Action Items:

A. Voluntary Disclosure Program Proposed Regulations

- After last month's Commission approval of the Voluntary Disclosure Program Notice of Intent, issues were noticed with references in the notice that would have been considered substantive changes. Therefore, it was determined the Notice of Intent needed to be brought back before the Commission with the changes in references for approval.
- Ms. Krennerich made a motion to approve the notice of intent of the Voluntary Disclosure Program draft regulations. Ms. Allen seconded the motion. After a call for public comment, the Commission members voted unanimously to approve the draft regulations.

B. Reciprocal Agreement with the Louisiana Uniform Local Sales Tax Board

- Ms. Roberie presented the agreement that would allow the Louisiana Uniform Local Sales Tax Board and the Remote Sellers Commission to share

information. Outside counsel and the Louisiana Department of Revenue have both reviewed the document and do not have issues with the document. Outside counsel and LDR also do not see any conflicts of issue with both entities entering into the agreement even though they share some members.

- Mr. McManus made a motion to authorize the Executive Director of the Remote Sellers Commission to enter into the reciprocal agreement with the Executive Director after spelling corrections had been made to the document. Ms. Krennerich seconded the motion. After a call for public comment, the Commission members voted unanimously to approve the motion.

VII. Other Business

- No additional business.

VIII. Public Comment

- No additional public comment.

IX. Adjournment

- With a motion by Ms. Granier and a second by Ms. Allen, Chairman LaGrange declared the meeting adjourned at approximately 11:39 AM.