

SHEBOYGAN AREA ROOM TAX COMMISSION
ORGANIZATIONAL MEETING
BLACK PIG, UPSTAIRS DINING ROOM
Tuesday, December 13, 2016, at 11:30 AM

MINUTES

Present: Chad Pelishek(City), Mayor Vandersteen (City), Daniel Rostollan (Town of Wilson), Dan Olson (Town of Sheboygan), City Attorney Charles Adams, Town of Sheboygan Attorney Mike Bauer, Cameron Bopp (Pride Hospitality), David Sanderson (Blue Harbor Resort), Betsy Alles (Sheboygan County Chamber of Commerce), Amy Wilson (Sheboygan Tourism), Bailey Dolson (Sheboygan Tourism)

Call to order time: 11:36 AM

1. Welcome and introduction.

2. Election of the Chairperson, Vice-Chairperson, Secretary, and Treasurer.

Mayor Vandersteen nominated Chad Pelishek for Chairperson, second by Dan Olson; all in favor, motion passed. Chad Pelishek nominated Mayor Vandersteen for Vice Chair, second by Dan Olson; all in favor, motion passed. Motion made to combine secretary and treasurer; Daniel Rostollan nominated Dan Olson, second by Mayor Vandersteen; all in favor, motion passed.

3. Nominations and Approval of two "At-Large" Hotelier Members to the Commission.

Motion by Mayor Vandersteen to nominate David Sanderson (Blue Harbor) and Cameron Bopp (PRIDE. Hospitality) as "at-large" hotelier members, seconded by Dan Rostollan. Motion passed.

4. Discussion and possible action on Organizational Guidelines for the Commission.

The Commission reviewed the document and discussed some potential changes; Chad Pelishek to update and return to municipalities to get their respective board approval.

5. Review the mission of the Sheboygan Area Room Tax Commission.

Amy Wilson, Sheboygan Tourism presented the visitor spending numbers and room tax increases quarter or quarter to the Commission.

6. Discussion and possible action on establishing a checking account for the Commission.

Discussion was had about setting up a separate account at US Bank, because that is the bank that the Sheboygan County Chamber of Commerce uses. Chad Pelishek to further research this and report back to the Commission at their next meeting.

7. Discussion and possible action legal and accounting services on behalf of the Commission and said payment for these services.

Motion by Mayor Vandersteen to approve City Attorney Charles Adams and the City of Sheboygan City Attorney's office to represent the Commission, seconded by Dan Rostollan. Motion passed.

The Commission decided there is no need to hire an outside accounting firm to assist.

8. MOTION TO CONVENE IN CLOSED SESSION under the exemption provided in Sec. 19.85(1)(e) of the Wis. Stats., where competitive and bargaining reasons require a closed session related to agreement with the Sheboygan County Chamber of Commerce to provide tourism promotion and development services.

9. Possible action on item discussed in closed session.

10. Adjournment: The Commission meeting adjourned in closed session at 1:17p.m.

Minutes taken by Bailey Dolson and Chad Pelishek.