The Town of Hilton Head Island
Accommodations Tax Advisory Committee
Regular Meeting

Wednesday, December 08, 2010
9:00 a.m. – Benjamin M. Racusin Council Chambers

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

1. **Call to Order**
2. **Freedom of Information Act Compliance**
   Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
3. **Approval of Minutes**
   a. Regular Accommodations Tax Advisory Committee Meeting of November 29, 2010
   b. Regular Accommodations Tax Advisory Committee Meeting of December 02, 2010
4. **Chairman's Report**
5. **Unfinished Business**
   None
6. **New Business**
   a. Review and Agreement of Recommendations to Town Council
   b. Consider recommending to Town Council the adjustment of the 2011 forward funding grants to recognize 2010 ATAX revenue.
7. **Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.

TOWN OF HILTON HEAD ISLAND
ACCOMMODATIONS TAX ADVISORY COMMITTEE

Date:	November 29, 2010	**Time:**	9:00 a.m.
Members Present:	Willis O. Shay; *Chairman*, John Diamond; *Vice-Chairman*, Michael A. Keskin, John Munro, Bret Martin, Frank Soule, Jason Presley		
Members Absent:	None		
Staff Present:	Susan Simmons; *Director of Finance*, *Brian Hulbert; Staff Attorney*, Debra Cyrilla; *Accounting Specialist*		
Others Present:	Various representatives from some of the organizations that applied for ATAX Grants		
Media:	Tom Barton		

1. Call to Order:

The meeting was called to order at 9:00 a.m.

2. FOIA Compliance:

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes:

Mr. Martin moved to approve the Minutes of October 19, 2010. Mr. Keskin seconded the motion. The Motion passed unanimously. (7-0)

4. Chairman's Report:

5. Unfinished Business: None

6. New Business:

a. Consideration of recommendation to Town Council of an amendment to the 2010 ATAX Grant for the Art League of Hilton Head Island

Mr. Shay asked representatives of the Art League to explain their amendment request. Cynthia Chiappetta, President of the Art League, asked the Committee to consider amending the part of their 2010 ATAX Grant that pertains to advertising their move to the Shelter Cove Mall. Their move to the Shelter Cove Mall has been cancelled and they would like to use those funds to advertise their move to the Art Center of Coastal Carolina. Because their agreement with the Arts Center was not finalized until late November, 2010, they are requesting the $10,000 set aside for advertising their move, be extended to also include expenses incurred in 2011. In an effort to adhere to the hearing schedule the Committee delayed voting on this recommendation until after the hearings. (See 6 c.)

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b. Hearing of applicants

Mr. Shay stated that the Committee would entertain a brief presentation from the applicants and the remaining time would be a question and answer period. The following applicants made presentations to the Committee:

1. Art League of Hilton Head Island
2. Island School Council for the Arts
3. Harbour Town Merchants Association 4th of July Celebration
4. Hilton Head Island-Bluffton Chamber of Commerce (1 application), (2nd application for the Brand Hospitality Training Program was withdrawn)
5. Skull Creek 4th of July Celebration
6. Hilton Head Audubon Society
7. Hilton Head St. Patrick's Day Parade (2 applications)

The Committee broke for lunch at 11:55 a.m. and resumed the meeting at 1:30 p.m.

8. Hilton Head Symphony Orchestra (2 applications)
9. Hilton Head Choral Society
10. Lowcountry Tourism Commission
11. Main Street Youth Theater
12. Coastal Discovery Museum
13. Native Island Business & Community Affairs Association

During the presentation by the Hilton Head Symphony Orchestra, Mr. Willis Shay disclosed a potential conflict of interest and did not participate. The required disclosure form is attached.

c. Recommendation to Town Council of an amendment to the 2010 ATAX Grant for the Art League of Hilton Head Island

Mr. Diamond made a motion to recommend to Town Council, an amendment to the 2010 ATAX Grant for the Art League of Hilton Head, to allow the $10,000 amount granted in 2010, for their move to the Shelter Cove Mall, to be transferred and made available for advertising and promotion of their move to the Art Center of Coastal Carolina and to extend that portion of the grant through 2011. Mr. Keskin seconded the motion. The Motion passed unanimously. (7-0)

7. Adjournment:

Mr. Soule moved to adjourn the meeting. Mr. Keskin seconded the Motion. The meeting was adjourned at 2:45 p.m.

Approved: **Respectfully submitted:**

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Willis O. Shay, Chairman **Debra Cyrilla, Secretary**

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TOWN OF HILTON HEAD ISLAND
ACCOMMODATIONS TAX ADVISORY COMMITTEE

Date:	December 02, 2010	**Time:**	9:00 a.m.
Members Present:	Willis O. Shay; *Chairman*, John Diamond; *Vice-Chairman*, Michael A. Keskin, John Munro, Bret Martin, Frank Soule, Jason Presley		
Members Absent:	None		
Staff Present:	Susan Simmons; *Director of Finance*, Debra Cyrilla; *Accounting Specialist*		
Others Present:	Bill Ferguson; *Councilman*, Kim Likins; *Councilwoman Elect*, Various representatives from some of the organizations that applied for ATAX Grants		
Media:	Tom Barton		

1. Call to Order:

The meeting was called to order at 9:00 a.m.

2. FOIA Compliance:

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes: None

4. Chairman's Report:

5. Unfinished Business: None

6. New Business:

a. Hearing of applicants

Mr. Shay stated that the Committee members have read the applications in advance of the hearings and are prepared to ask questions after a short statement by each applicant. The following applicants made presentations to the Committee:

1. Shelter Cove Harbour Company/Harbourfest (2 applications)
2. Heritage Library Foundation (2 applications)
3. The Sandbox
4. Town of Hilton Head Island
5. Hilton Head Concours d'Elegance
6. Arts Center of Coastal Carolina (2 applications)
7. South Carolina Repertory Company

The Committee broke for lunch at 12:30 p.m. and resumed the meeting at 1:30 p.m.

8. Heritage Classic Foundation

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9. Community Foundation of the Lowcountry
10. Hilton Head Dance Theatre
11. Keep Beaufort Beautiful

During the presentation by the Shelter Cove Harbour Company, Mr. Bret Martin disclosed a potential conflict of interest and temporarily left the dais. The required disclosure form is attached.

7. Adjournment:

Mr. Martin moved to adjourn the meeting. Mr. Soule seconded the Motion. The meeting was adjourned at 3:40 p.m.

Approved: **Respectfully submitted:**

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Willis O. Shay, Chairman **Debra Cyrilla, Secretary**

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