

**TOWN OF HILTON HEAD ISLAND
ACCOMMODATIONS TAX ADVISORY COMMITTEE**

Date: November 29, 2011 **Time:** 9:00 a.m.

Members Present: Bret Martin: *Chairman*, Willis O. Shay; *Vice-Chairman*, John Diamond, John Munro, Frank Soule, Robert Stenhammer, Trish Heichel

Members Absent: None

Council Present: Kim Likins, Bill Ferguson

Staff Present: Susan Simmons; *Director of Finance*, Brian Hulbert; *Staff Attorney*, Stephanie Green; *Revenue Collector*, Marcy Benson; *Senior Grants Administrator*, Debra Cyrilla; *Accounting Specialist*

Others Present: Various representatives from some of the organizations that applied for ATAX Grants, members of the public

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. Shay moved to approve the Minutes of October 18, 2011. Mr. Munro seconded the motion. The Motion passed unanimously. (7-0)

4. Chairman's Report:

Mr. Martin reported that he, Mr. Shay, Mr. Diamond, and Town Council members Kim Likins and Lee Edwards had met with Dr. John Salazar of the University of South Carolina Beaufort. Mr. Martin will give a report of that meeting at the December 8, 2011 Accommodations Tax Advisory Committee meeting, noting that there is a possibility that Dr. Salazar will also attend and give a presentation.

5. Unfinished Business: None

6. New Business:

a. Hearing of applicants

Mr. Martin stated that the Committee would begin the hearing of applicants. The following applicants made presentations to the Committee:

1. Art League of Hilton Head Island
2. Hilton Head Hospitality Association
3. Beaufort County Black Chamber of Commerce
4. Town of Hilton Head Island
5. Hilton Head Island Airport
6. Hilton Head Audubon Society
7. Hilton Head St. Patrick's Day Parade (a representative was not available to give a presentation)

During the presentation by the Art League, Ms. Heichel disclosed a potential conflict of interest and did not participate. The required disclosure form is attached.

The Committee broke for lunch at 12:00 p.m. and resumed the meeting at 1:30 p.m.

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

Mr. Shay and Mr. Munro were unable to attend the entire meeting and left the dais at 3:10 p.m.

Susan Simmons, Director of Finance approached the dais and distributed the State Accommodations Tax Revenue Analysis that she had prepared. There was some discussion regarding the forward funded grants awarded last year and will be discussed further at the Review and Recommendation meeting on December 8, 2011.

7. Adjournment:

Mr. Diamond moved to adjourn the meeting. Ms. Heichel seconded the Motion. The meeting was adjourned at 4:28 p.m.

Approved:

Respectfully submitted:

Bret Martin, Chairman

Debra Cyrilla, Secretary