

VIRGINIA ASSOCIATION OF LOCAL TAX AUDITORS
GENERAL & BUSINESS MEETING
Friday, May 12, 2017
The Frederick County Public Safety Building

General Meeting

Call to Order: June Khamis called the meeting to order at 9:30 a.m.

Welcome and Pledge of Allegiance:

The Honorable Ellen Murphy, Commissioner of the Revenue, Frederick County, welcomed VALTA to Frederick County and introduced Brenda Garton, the Frederick County Administrator. Brenda Garton offered additional welcome remarks and provided a brief overview of Frederick County.

June Khamis led the group in the pledge of allegiance before introducing the first speaker.

June Khamis Introduced:

Ray Ergenbright, Auditor, Augusta County and City of Harrisonburg

Mr. Ergenbright provided a presentation on the "Department of Taxation Monthly Reports – How to use them." Ray provided a detailed overview of the monthly reports distributed by the Virginia Department of Taxation (TAX) and provided the association specific examples of how to use the information provided by the TAX. Ray offered helpful suggestions on software available that will help to sort the information and enable the user to more easily understand the data provided. Ray answered a number of questions from the group and provided his contact information to members of the association to answer any future questions.

Break 10:30 – 10:45

June Khamis Introduced:

Nicholas Morris, Manager Property Tax Unit, Virginia Department of Taxation

Mr. Morris offered a presentation on the "Taxation of Wineries, Distilleries and Breweries." Mr. Morris presented information designed to assist local revenue officers who make winery, brewery and distillery business professional and occupational license and business tangible personal property tax classification determinations. The presentation slides will be available on the VALTA website.

A five minute break taken and lunch was served.

June Khamis Re-introduced:

Ray Ergenbright provided additional details and answered more questions about the Department of Taxation reports. Ray also offered recent examples of best practices regarding audit preparation, requesting taxpayer documents, and electronic communication.

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Business Meeting

June Khamis called the business meeting to order.

The membership moved to dispense with the reading of the minutes from the October 14, 2016 meeting. The motion was approved unanimously. Ms. Khamis called for a motion to approve the minutes of the October 14, 2016 meeting. The minutes were approved by a voice vote of the members.

The membership offered a motion to dispense with the reading of the Treasurer's report dated April 30, 2017, which was approved. The President received a motion to accept the Treasurer's report. The motion passed by a voice vote of the members.

Old Business:

No old business topics were presented.

New Business:

Election of the 2017 - 2018 Executive Board – June Khamis presented the new slate of officers:

Wanda Smith – President
John Ziercher – First Vice President
June Khamis – Second Vice President
Scott Motley – Recording Secretary
Stephanie Bristow – Corresponding Secretary
Kathy O'Brien-Bowles – Treasurer

June Khamis asked for nominations to the board from the floor. No additional nominations were received. Todd Divers offered a motion to close nominations. The motion passed. By motion of the body the new slate of officers were approved.

June Khamis announced that Todd Divers has agreed to continue as the VALTA Commissioner Liaison.

June called for other new business. There was no other new business presented.

June announced that the summer meeting is scheduled for August 11, 2017 in Hampton.

June called for a motion to adjourn the meeting, which was received and approved.

Minutes presented by:
Scott Motley, VALTA Recording Secretary
May 24, 2017