



**MINUTES**  
*Of the*  
**SAN JACINTO COUNTY APPRAISAL DISTRICT – Regular Meeting**  
**BOARD OF DIRECTORS**

---

**DATE:** February 11, 2020

**PLACE:** 99 Slade St, Coldspring, TX 77331

**MEMBERS PRESENT:** Chairman Susan Bailes, Secretary Collin Lilley, Director Crystal Dominy and Tax Assessor Collector Betty Davis.

**OTHERS PRESENT:** Chief Appraiser Sherri Schell and 1 guest

---

**Minutes:**

- **Call meeting to order**
  - Chairman Susan Bailes called the meeting to order at 6:00 P.M.
- **Oath of Office**
  - At 6:00 P.M. the oath of office was administered by Deputy Chief Appraiser Cindy McClure to newly elected Director Crystal Dominy for the 2020-2021 term.
- **Establish A Quorum**
  - Chairman Susan Bailes stated to let the record reflect a quorum was present with Vice-Chairman Terry Holcomb and Director James Mitchell not in attendance.
- **Approve and Adopt an Agenda**
  - Secretary Collin Lilley made a motion to approve and adopt the agenda. Tax Assessor Collector Betty Davis seconded the motion. Motion passed unanimously.
- **Public Comments**
  - None.
- **Board of Directors Comments**
  - None.
- **Consent Agenda**
  - Review and approve minutes from the January 14, 2020 regular meeting.
    - Tax Assessor Collector Betty Davis made a motion to approve the minutes from the January 14, 2020 regular meeting. Secretary Collin Lilley seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for January 2020.
    - Tax Assessor Collector Betty Davis made a motion to approve the financial reports and budget transactions for January 2020. Secretary Collin Lilley seconded the motion. Motion passed unanimously.
- **Action Items**
  - A. Review and approve Policy #133, and the training providers for the Public Funds Investment Policy.
    - Tax Assessor Betty Davis made a motion to approve Policy #133, and the training providers for the Public Funds Investment Policy. Director Crystal Dominy seconded the motion. Motion passed unanimously.
- **Discussion Items**
  - A. Chief Appraiser Report on the District:



**MINUTES**  
*Of the*  
**SAN JACINTO COUNTY APPRAISAL DISTRICT – Regular Meeting**  
**BOARD OF DIRECTORS**

---

- Chief Schell discussed the Interest and Investment balance report, and it was reviewed by all Board of Directors members. She then shared that the CAD had passed both the PVS and MAPS reviews. Chief Schell updated the Board of Directors on the current progress of appraisals being done, and shared that the District is currently working on a records retention project.

B. Report on Building Addition & Maintenance

- Chief Schell updated the Board of Directors on the current progress if the Building Addition.

- **Adjourn**

- Tax Assessor Collector Betty Davis made a motion to adjourn. Director Crystal Dominy seconded the motion. Motion passed unanimously. Meeting adjourned at 6:42 P.M.

\_\_\_\_\_  
Chairman, Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary, Board of Directors

\_\_\_\_\_  
Date