



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

DATE: January 14, 2020

PLACE: 99 Slade St, Coldspring, TX 77331

MEMBERS PRESENT: Chairman Susan Bailes, Vice-Chairman Terry Holcomb, Secretary Collin Lilley, Director James Mitchell and Tax Assessor Collector Betty Davis.

OTHERS PRESENT: Chief Appraiser Sherri Schell and 3 guests

Minutes:

- **Oath of Office**
 - At 6:00 P.M. the oath of office was administered by Deputy Chief Appraiser Cindy McClure to the newly elected BOD members for the 2020-2021 term with the exception of Crystal Dominy who was not present.
- **Special Presentation**
 - A special presentation was given by Robert Mott of Perdue, Brandon, Fielder, Collins & Mott, LLP followed by a Q & A session for the newly elected BOD members.
- **Nominate Officers**
 - Tax Assessor Collector Betty Davis made a motion to nominate Susan Bailes for BOD Chairman, motion was seconded by Collin Lilley. Motion passed unanimously. Terry Holcomb volunteered for BOD Vice-Chairman; all members were in agreement. Tax Assessor Collector Betty Davis made a motion to nominate Collin Lilley for BOD Secretary, all members were in favor and motion passed unanimously.
- **Call meeting to order**
 - Chairman Susan Bailes called the meeting to order at 7:53 P.M.
- **Establish A Quorum**
 - Chairman Susan Bailes stated to let the record reflect a quorum was present with Director Crystal Dominy not in attendance.
- **Approve and Adopt an Agenda**
 - Vice-Chairman Terry Holcomb made a motion to approve and adopt the agenda. Secretary Collin Lilley seconded the motion. Motion passed unanimously.
- **Public Comments**
 - None.
- **Board of Directors Comments**
 - Vice-Chairman Terry Holcomb requested a copy of the Board of Directors policy manual.
- **Consent Agenda**
 - Review and approve minutes from the December 03, 2019 regular meeting.
 - Tax Assessor Collector Betty Davis made a motion to approve the minutes from the December 03, 2019 regular meeting. Secretary Collin Lilley seconded the motion. Motion passed unanimously.
 - Review and approve the financial reports and budget transactions for December 2019.
 - Tax Assessor Collector Betty Davis made a motion to approve the financial reports and budget transactions for December 2019. Secretary Collin Lilley seconded the motion. Motion passed unanimously.



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- **Action Items**

- A. Appoint by resolution Appraisal Review Board members for the 2020-2021 term.
 - Secretary Collin Lilley made a motion to appoint by resolution the Appraisal Review Board members for the 2020-2021 term. Director James Mitchell seconded the motion. Motion passed unanimously
- B. Appoint by resolution Agricultural Review Board members for the 2020-2021 term.
 - Vice-Chairman Terry Holcomb made a motion to appoint by resolution the Agricultural Review Board members for the 2020-2021 term. Tax Assessor Collector Betty Davis seconded the motion. Motion passed unanimously.
- C. Review & approve Budget Amendment 01-2020.
 - Vice-Chairman Terry Holcomb made a motion to approve Budget Amendment 01-2020. Director James Mitchell seconded the motion. Motion passed unanimously.

- **Discussion Items**

- A. Chief Appraiser Report on the District:

- Chief Schell discussed the Interest and Investment balance report, and it was reviewed by all Board of Directors members. She then reviewed the 4th quarter 25.25 report on changes to the certified roll.

- **Adjourn**

- Tax Assessor Collector Betty Davis made a motion to adjourn. Director James Mitchell seconded the motion. Motion passed unanimously. Meeting adjourned at 8:33 P.M.

Chairman, Board of Directors

Date

Secretary, Board of Directors

Date