



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

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**DATE:** April 13, 2021

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

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

**OTHERS PRESENT:** Chief Appraiser Sherri Schell and Kellie Reed.

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**Minutes:**

- **Call meeting to order**
  - Chairman Susan Bailes called the meeting to order at 6:00 P.M.
- **Establish A Quorum**
  - Chairman Susan Bailes stated to let the record reflect a quorum was present with Director James Mitchell not in attendance.
- **Approve and Adopt an Agenda**
  - Secretary Collin Lilley made a motion to adopt the agenda. Director Crystal Dominy seconded the motion, the agenda was approved and adopted unanimously.
- **Public Comments**
  - None.
- **Board of Directors Comments**
  - None.
- **Consent Agenda**
  - Review and approve minutes from the February 09, 2021 regular meeting.
    - Director Crystal Dominy made a motion to approve the minutes from the February 09, 2021 regular meeting. Secretary Collin Lilley seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for February and March 2021.
    - Director Crystal Dominy made a motion to approve the financial reports and budget transactions for February and March 2021. Secretary Collin Lilley seconded the motion. Motion passed unanimously.
- **Action Items**
  - A. Tony McGowen of Axley & Rode, LLP will present the 2020 Financial Audit for approval.
    - Mr. Tony McGowen went over in detail the 2020 Financial Audit for approval from the Board of Directors. He also answered question posed by board members as well. Vice-Chairman Terry Holcomb made a motion to approve the 2020 Financial Audit. Director Crystal Dominy seconded the motion. Motion passed unanimously.
  - B. Review and approve Public Funds Investment policy # 133 & other policy changes.



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- Chief Sherri Schell informed the Board of changes to particular policies, most of which were correction of grammar or punctuation. Secretary Collin Lilley made a motion to approve Public Funds Investment policy #133 & other policy changes. Vice-Chairman Terry Holcomb seconded the motion. Motion passed unanimously.
- C. Review and Approve outside employment disclosures.
  - The Board of Directors reviewed the outside employment disclosure for Fran Willett. Director Crystal Dominy made a motion to approve the outside employment disclosure. Vice-Chairman Terry Holcomb seconded the motion. Motion passed unanimously.
- D. Appoint by resolution ARB members.
  - Chief Sherri Schell informed the Board of Directors that three of our current ARB members had resigned, and that there were three new applicants for the BOD to review for appointment. The applicants were discussed. Vice-Chairman Terry Holcomb made a motion to appoint George Garrett, Jr., Judi Benestante and Walter Niederhofer as members of the ARB. Director Crystal Dominy 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. Chief Schell also shared the 1<sup>st</sup> quarter 2021 25.25 report, and it was reviewed by all members.

- **Adjourn**

- Director Crystal Dominy made a motion to adjourn. Vice-Chairman Terry Holcomb seconded the motion. Motion passed unanimously. Meeting adjourned at 7:05 P.M.

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Chairman, Board of Directors

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Date

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Secretary, Board of Directors

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Date