



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

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**DATE:** January 17, 2017

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

**MEMBERS PRESENT:** Chairman Susan Bailes, Vice-Chairman Richard Boudreaux, Secretary Ray McCoppin and Director Steve Roberts.

**OTHERS PRESENT:** **Sherri Schell and 2 guests**

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**Minutes:**

- **Call meeting to order**
  - Chairman Susan Bailes called the meeting to order at 6:15 P.M.
- **Establish A Quorum**
  - Chairman Susan Bailes stated to let the record reflect a quorum was present with Tax Assessor Kelly Wineinger not present.
- **Approve and Adopt an Agenda**
  - Director Steve Roberts made a motion to approve and adopt the agenda. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
- **Public Comments**
  - No taxpayer comments.
- **Board of Directors Comments**
  - No Board of Directors comments.
- **Consent Agenda**
  - Review and approve minutes from the December 13, 2016 regular meeting.
    - Director Steve Roberts made a motion to approve the minutes from the December 13, 2016 regular meeting. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for December 2016.
    - Vice-Chairman Richard Boudreaux made a motion to approve the financial reports and budget transactions for December 2016. Secretary Ray McCoppin seconded that motion. Motion passed unanimously.
- **Action Items**
  - **A.** Discuss and accept Director Kim Hoot's BOD resignation.
    - Secretary Ray McCoppin made a motion to accept Director Kim Hoot's resignation. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
  - **B.** Approve 2017 Holiday schedule.



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- Director Steve Roberts made a motion to approve the 2017 Holiday schedule. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.
- **C.** Approve district employees outside employment.
  - After discussion that none of the employees outside employment would conflict with their duties at the district, Vice-Chairman Richard Boudreaux made a motion to approve outside employment for the district employees. Director Steve Roberts seconded the motion. Motion passed unanimously.
- **D.** Re-appoint Ag Advisory Board members Joey Adams, SL Cowart and LC Hillhouse for the 2017-2018 tax years.
  - After discussion that Joey Adams, SL Cowart and LC Hillhouse were willing to serve another term, and that there were no new applicants to consider, Vice-Chairman Richard Boudreaux made a motion to re-appoint Joey Adams, SL Cowart and LC Hillhouse. Director Steve Roberts seconded the motion. Motion passed unanimously.
- **E.** Accept and approve the contract for an Interlocal Agreement and COBRA agreement with TML.
  - Chief Sherri Schell explained the need for the Interlocal Agreement and COBRA agreement in order to participate in the new more affordable group health insurance policy. Vice-Chairman Richard Boudreaux then made a motion to approve the Interlocal Agreement and COBRA Agreement. Director Steve Roberts seconded the motion. Motion passed unanimously.
- **Discussion Items**
  - Chief Appraiser Report on the District: Chief Schell informed the Board that there were no 25.25 changes for the fourth quarter of 2016. She also reported on the progress of appraisals completed per the re-appraisal plan. Chief Schell also stated that there was new information published on the website, on Facebook and in the newspaper. Chief Schell discussed the possibility of planning a timber workshop in February for the public, and a Business Personal Property workshop.
- **Adjourn**
  - Vice-Chairman Ray McCoppin made a motion to adjourn. Director Steve Roberts seconded the motion. Motion passed unanimously.
  - Meeting adjourned at 6:32 P.M.

Chairman, Board of Directors	Date
Secretary, Board of Directors	Date