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# Baylor County Appraisal District

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MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Friday, January 19<sup>th</sup>, 2024, at 9:00 a.m. LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Meeting called to order at 9 am.

Present at Meeting: Bryan Baldwin, Vonda Archer, Skyler Hendricks, Loy Studer, Paula K. Vaden, Camden Andrews & Interim Chief Appraiser Mitzi Welch.

Guest present: City Manager Jeff Brasher and City Secretary Lauren Bush.

No comments from the public.

1. Oath of Office & Statement for returning appointed BOD members: Bryan Baldwin (Seymour ISD) & Vonda Archer (Baylor County Hospital).

2. Discuss, consider, and take action on electing the Baylor County Appraisal District's BOD Chairman.

A nomination was made to elect Bryan Baldwin as Baylor CAD BOD Chairman.

Motion: To elect Bryan Baldwin as Baylor County Appraisal District's BOD Chairman.  
Motion Made: Loy Studer  
Second: Skyler Henricks  
Vote: Passed 4 – 0

3. Discuss, consider, and take action on electing the Baylor County Appraisal District's BOD Co-chairman.

A nomination was made to elect Loy Studer as Baylor CAD BOD Co-chairman.

Motion: To elect Loy Studer as Baylor County Appraisal District's Co-chairman.  
Motion by: Vonda Archer  
Second: Skyler Henricks  
Vote: Passed 4 – 0

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4. Discuss, consider, and take action on electing the Baylor County Appraisal District's BOD Secretary.

A nomination was made to elect Skyler Henricks as Baylor CAD BOD Secretary.

Motion: To elect Skyler Henricks as Baylor County Appraisal District's BOD Secretary.

Motion by: Vonda Archer

Second: Loy Studer

Vote: 4 – 0

5. Discuss, consider, and take action regarding approval of the minutes of the December 28<sup>th</sup>, 2023.

Motion: To approve the minutes from the December 28<sup>th</sup>, 2023, BOD meetings

Motion Made: Loy Studer

Second: Skyler Henricks

Vote: Passed 4 – 0

6. Discuss, consider, and take action regarding the approval of the December financial reports.

Motion: To approve the financial reports from December 2023

Motion Made: Skyler Henricks

Second: Vonda Archer

Vote: Passed 4 – 0

7. Discuss, consider, and take action on approving Baylor CAD Homestead Audit Policy.

Motion: Motion to approve Baylor CAD Homestead Audit Policy.

Motion Made: Loy Studer

Second: Vonda Archer

Vote: Passed 4 – 0

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8. Discuss, consider, and take action on approving Baylor CAD Public Relations Plan.

Motion: Motion to approve Baylor CAD Public Relations Plan.  
Motion Made: Loy Studer  
Second: Vonda Archer  
Vote: Passed 4 – 0

9. Discuss, consider, and take action on approving updated Baylor CAD Public Complaint Policy.

Motion: Motion to approve updated Baylor CAD Public Complaint Policy.  
Motion Made: Loy Studer  
Second: Vonda Archer  
Vote: Passed 4 – 0

10. Discuss, consider, and take action on approving Baylor CAD Procedures for Receiving & Reviewing Personal Property Renditions.

Motion Made: Motion to approve Baylor CAD Procedures for Receiving & Reviewing Personal Property Renditions.  
Motion Made: Loy Studer  
Second: Vonda Archer  
Vote: Passed 4 – 0

11. Discuss, consider, and take action on proposal from City of Seymour considering dilapidated properties, presented by City Manager Jeff Brasher and City Secretary Lauren Bush.

Jeff Brasher and Lauren Bush presented proposal to the Baylor CAD Board of Directors about partnering with each of the entities about trust properties that are so dilapidated to use entity money to tear the properties down and for each entity to pay their portion. BOD discussed that Mr. Brasher and Mrs. Bush needed to go to each of the entities board meetings and propose it to all board members or all entity boards. This agenda item had no action taken.

12. There were no other policies, procedures, or personal matters.

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13. Consideration of adjournment.

Motion: To adjourn the meeting.  
Motion Made: Bryan Baldwin  
Second: Vonda Archer  
Vote: Passed 4 – 0

Minutes were taken by Paula K. Vaden, Chief Deputy Clerk.

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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Bryan Baldwin, BOD Chairman

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Skyler Henricks, BOD Secretary