

FILED
13th day of January 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By [Signature] Deputy

Baylor County Appraisal District
211 North Washington
Seymour, Texas 76380

**Notice of a Regular Called Meeting of the Baylor County
Appraisal District Board of Directors**

Place: Baylor County Appraisal District

211 N. Washington, Seymour, Texas

Time: Thursday, January 19, 2023, at 9:00 a.m.

Official Notice: In accordance with Gov. Code, Chapter 551, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

***Considerations do not have to be taken in the order listed.**

AGENDA

- Call to Order
- Announcements from Chairman
- Public Comments

ACTION ITEMS:

1. Consideration: Oath of office and Statement for new and current BOD members
2. Consideration: Elect a Chairman for the Board of Directors
3. Consideration: Elect a Co-Chairman for the Board of Directors
4. Consideration: Elect a Secretary for the Board of Directors
3. Consideration: Approve the minutes from the December 15, 2022. BOD meeting.
4. Consideration: Approve the November & December 2022 bank statements and financial reports
5. Consideration: Remove all BOD and BCAD employee signatures from all BCAD bank accounts
6. Consideration: Add all BOD and BCAD employee signatures from all BCAD bank accounts
7. Consideration: Amend the 2023 BCAD Budget
8. Consideration: Any other policies or procedures

Adjourn

Interim Chief Appraiser, Mitzi Welch

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch.551 and Subchapter D.

Baylor County Appraisal District

211 N Washington Street

Seymour Texas 76380

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, January 19, 2023 & LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Bryan Baldwin, Rick Gillispie, Les Hons, Loy Studer, Vonda Archer, Paula Vaden & Rachel Everett.

Meeting called to order by Bryan Baldwin.

No comments from the public.

1. Oath of Office administered to all board members. Vonda Archer was sworn in as a member of the Baylor County Appraisal District Board of Directors representing Seymour Hospital.
2. Statement of Elected/Appointed Officer.
3. Discuss, consider, and act on electing a chairman for the Board of Directors. Motion to nominate Bryan Baldwin for Chairman made by Les Hons. Motion seconded by Vonda Archer. All in favor, motion passed.
4. Discuss, consider, and act on electing a Co-Chairman for the Board of Directors. Motion to nominate Loy Studer as Co-Chairman made by Vonda Archer. Motion seconded by Les Hons. All in favor, motion passed.
5. Discuss, consider, and act on electing a Board Secretary. Les Hons motioned to nominate Rick Gillispie as Secretary. Motion seconded by Vonda Archer. All in favor, motion passed.
6. Discuss, consider, and act regarding the approval of the minutes from the December 15, 2023, board meeting. Motion to approve the minutes made by Les Hons. Motion seconded by Rick Gillispie. All in favor, motion passed.
7. Discuss, consider, and act on the approval of November and December bank statements and financial reports. Les Hons made a motion to approve the

statements and financial reports. Vonda Archer seconded the motion. All in favor, motion passed.

8. Decision to add board member Vonda Archer to all signature cards on all Baylor County Appraisal District accounts at Seymour Interbank **giving Vonda Archer the power to sign or endorse items for payment or withdrawal of funds and to remove N.E. Deweber.** Motion to approve the addition & removal made by Loy Studer. Motion seconded by Rick Gillispie. All in favor, motion passed.
9. Discuss, consider and act on a line item transfer for the 2023 BCAD budget. Loy Studer made a motion to acknowledge a line item transfer (replacing "Paul Bata GIS/Mapping" with "BIS Consulting GIS/Mapping) of \$600 from Building and Maintenance to BIS Consulting GIS/Mapping. Motion seconded by Les Hons. All in favor, motion passed.

Motion to adjourn, made by Loy Studer. Motion seconded by Les Hons. All in favor, motion passed.

Meeting adjourned.

Bryan Baldwin, Board Chairman

Rick Gillispie, Board Secretary

February 16, 2023

**Baylor County Appraisal District
211 North Washington
Seymour, Texas 76380**

**Notice of a Regular Called Meeting of the Baylor County
Appraisal District Board of Directors**

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas

Time: Thursday, February 16, 2023, at 9:00 a.m.

Official Notice: In accordance with Gov. Code, Chapter 551, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

***Considerations do not have to be taken in the order listed.**

AGENDA

Call to Order
Announcements from Chairman
Public Comments

ACTION ITEMS:

1. Consideration: Approve the minutes from the January 19, 2023, BOD meeting.
2. Consideration: Approve the January 2023 bank statements and financial reports.
3. Consideration: Reappoint Agriculture Advisory Board for the 2023 tax year.
4. Consideration: Reappoint Appraisal Review Board for the 2023 tax year.
5. Consideration: Progress of Education & Licensing.
6. Consideration: State Audit on February 21, 2023.
7. Consideration: Any other policies or procedures.

Adjourn

Interim Chief Appraiser, Mitzi Welch

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch.551 and Subchapter D.

FILED
10th day of February 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By Janice Raloff Deputy

Baylor County Appraisal District

211 N Washington Street

Seymour Texas 76380

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, February 16, 2023, LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Bryan Baldwin, Rick Gillispie, Les Hons, Loy Studer, Vonda Archer, Interim Chief Mitzi Welch & Deputy Clerk Rachel Everett.

Meeting called to order by Bryan Baldwin.

No comments from the public.

- 1. Discuss, consider, and act regarding the approval of the minutes of the January 19, 2023, board meeting. Motion to approve made by Les Hons. Vonda Archer seconded the motion. All in favor, motion passed.**
- 2. Discuss, consider, and act regarding the approval of the January bank statement and financial reports. Motion to approve was made by Loy Studer. Motion seconded by Rick Gillispie. All in favor, motion passed.**
- 3. Discuss, consider, and act to reappoint Agriculture Advisory Board. Motion to reappoint Mindy Morris, Larry Miller, Richard Morgan and Marty Bufkin made by Les Hons. Rick Gillispie seconded the motion. All in favor, motion passed.**
- 4. Discuss, consider, and act to reappoint the Appraisal Review Board. Motion to reappoint William Townley, Nicholas Lemmond, and Dianne Jackson made by Loy Studer. Vonda Archer seconded the motion. Motion seconded by Rick Gillispie. All in favor, motion passed.**
- 5. Interim Chief Mitzi Welch informed the board that Paula K. Vaden has successfully achieved RTC and RTA accreditation and will be continuing to move forward with her education to get her appraisal certification.**
- 6. Interim Chief Mitzi Welch informed the board that BCAD will be undergoing their MAPS review state audit the week of February 21, 2023.**

Motion to adjourn made by Les Hons. Motion seconded by Vonda Archer. All in favor, motion passed.

Meeting adjourned.

Bryan Baldwin, Board Chairman

Rick Gillispie, Board Secretary

April 20, 2023

**Baylor County Appraisal District
211 North Washington
Seymour, Texas 76380**

**Notice of a Regular Called Meeting of the Baylor County
Appraisal District Board of Directors**

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas

Time: Thursday, April 20, 2023, at 9:00 a.m.

Official Notice: In accordance with Gov. Code, Chapter 551, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

***Considerations do not have to be taken in the order listed.**

AGENDA

Call to Order
Announcements from Chairman
Public Comments

ACTION ITEMS:

1. Consideration: Approve the minutes from the February 16, 2023, BOD meeting
2. Consideration: Approve the February and March bank statements and financial reports
3. Consideration: Proposal by Pritchard & Abbott, John Rutledge
4. Consideration: BIS Consulting, Annual Budget Letter
5. Consideration: 2024 BCAD Budget Workshop
6. Consideration: Personnel
7. Consideration: Any other policies and procedures

Adjourn


Interim Chief Appraiser, Mitzi Welch

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch.551 and Subchapter D.

FILED

14th

day of April 2023

CHRIS JAKUBICEK

Clerk County Court

Baylor County, Texas

By  Deputy

Baylor County Appraisal District

211 N Washington Street

Seymour Texas 76380

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, April 20, 2023, LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Bryan Baldwin, Vonda Archer, Les Hons, Loy Studer, Interim Chief Appraiser Mitzi Welch & Clerk Rachel Everett. Visitors: John Rutledge from Pritchard & Abbott.

Meeting called to order by Bryan Baldwin.

No comments from the public.

1. Consideration of the minutes of the February 16, 2023, board meeting. Motion to approve the minutes as presented made by Loy Studer. Les Hons seconded that motion. All in favor, motion passed.
2. Consideration of the February and March bank statements and financial reports. Motion to approve the reports made by Les Hons. Motion seconded by Loy Studer. All in favor, motion passed.
3. John Rutledge from Pritchard & Abbott presented a renewal contract for Mineral, Industrial, Utility & Personal Property appraisal for 2024-25. Motion to approve the contract made by Vonda Archer. Motion seconded by Les Hons. All in favor, motion passed.
4. Consideration of the 2024 Budget Letter from BIS Consultants. The most recent budget letter, dated March 24, 2023, was \$1,000 over what BIS had promised. A decision on the budget letter was tabled until clarification and correction can be obtained.
5. Discussion began on the 2024 BCAD Budget using the 2023 budget as a template. Consideration was given to various line items, but no decision was necessary at this time.
6. Employee Rachel Everett gave notice of her intention to leave BCAD and work elsewhere. Her last day will be May 5, 2023.

Motion to adjourn made by Les Hons. Motion seconded by Loy Studer. All in favor, motion passed.

Meeting adjourned.

Bryan Baldwin, Board Chairman

May 18, 2023

Rick Gillispie, Board Secretary

May 18, 2023

Baylor County Appraisal District

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, May 18th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from April 20th, 2023, BOD meeting.
2. Approve the April bank statements and financial reports.
3. Discuss, Consider, and take action on 2024 Budget Letter from BIS Consultants.
4. Discuss new employee position.
5. Discuss, Consider, and take action on 2024 Baylor CAD Proposed Budget.
6. Any other policies or procedures.
7. Adjournment

FILED
12th day of May 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By Janie Roberts Deputy

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, MAY 18th, 2023, LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Vonda Archer, Bryan Baldwin, Rick Gillispie, Loy Studer, Interim Chief Appraiser Mitzi Welch, & Paula K. Vaden. Guests at Meeting: Jeff Brasher with the City of Seymour.

Meeting called to order by Bryan Baldwin.

No comments from public.

1. Discuss, consider and take action regarding approval of the minutes of the April 20th, 2023, meeting.

Motion: To approve the minutes from the April 20th, 2023, BOD meeting
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 4 – 0

2. Discuss, consider, and take action regarding the approval of the April financial reports.

Motion: To approve the financial reports from April 2023
Motion Made: Vonda Archer
Second: Rick Gillispie
Vote: Passed 4 – 0

3. Discuss, consider, and take action regarding 2024 budget letter from BIS Consultants.

BOD discussed and decided to go with BIS Consultants for the mapping only with no website, BOD gave directions to Paula K. Vaden to get a proposal from Southwest Data for website cost.

Motion: To accept BIS Consultants 2024 budget letter less the cost of the website.
Motion Made: Loy Studer
Second: Vonda Archer
Vote: Passed 4 – 0

4. Discuss Baylor CAD new employee position.

No Action Taken – Discussion Item Only

Discussion on new employee position and applications received.

5. Discuss, consider, and take action regarding 2024 Baylor CAD Proposed Budget.

BOD discussed the 2024 Proposed Budget with the 3% increase from the 2023 Adopted Budget.

Motion: To approve the 2024 Baylor CAD Proposed Budget.
Motion Made: Loy Studer
Second: Vonda Archer
Vote: Passed 4-0

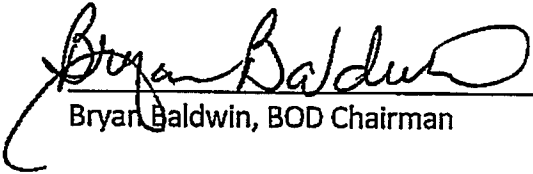
6. No policies & procedures to discuss.


7. Consider Adjournment

Motion: To adjourn the meeting
Motion Made: Loy Studer to adjourn
Second: Rick Gillispie
Vote: Passed 4 – 0

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

Minutes approved this 15th day of June, 2023.


Bryan Baldwin, BOD Chairman


Rick Gillispie, BOD Secretary

Baylor County Appraisal District

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, June 15th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from May 18th, 2023, BOD meeting.
2. Swear in new board member Skyler Henricks to the Baylor CAD BOD.
3. Approve the May bank statements and financial reports.
4. Remove all employees and board members from all bank accounts with Interbank.
5. Add all employees and board members to all bank accounts with Interbank.
6. Discuss, consider, and take action regarding Southwest Data website proposal.
7. Any other policies or procedures.
8. Adjournment

FILED
8th day of June 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By [Signature] Deputy

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING
ON Thursday, June 15th, 2023, LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211
N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

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

Meeting called to order by Bryan Baldwin.

No comments from public.

1. Discuss, consider and take action regarding approval of the minutes of the May 18th, 2023,
meeting.

Motion: To approve the minutes from the May 18th, 2023, BOD meeting
Motion Made: Vonda Archer
Second: Loy Studer
Vote: Passed 3 – 0

2. Swore in new board of directors member Skyler Henricks from the City of Seymour.

3. Discuss, consider, and take action regarding the approval of the May financial reports.

Motion: To approve the financial reports from May 2023
Motion Made: Loy Studer
Second: Vonda Archer
Vote: Passed 4 – 0

4. Discuss, consider, and take action to remove all Baylor CAD employees and Board members from all accounts held at Interbank.

Motion: Motion to remove all employees & board members from all accounts.
Motion Made: Skyler Henricks
Second: Loy Studer
Vote: Passed 4 – 0

5. Discuss, consider, and take action to add all employees, all existing & new board members to all accounts held at Interbank. Mitzi Welch, Paula K. Vaden, Camden Andrews, Vonda Archer, Bryan Baldwin, Loy Studer, Rick Gillispie, & Skyler Hendricks.

Motion: Motion to add Mitzi Welch, Paula K. Vaden, Camden Andrews, Vonda Archer, Bryan Baldwin, Loy Studer, Rick Gillispie, & Skyler Hendricks. to all bank accounts.
Motion Made: Vonda Archer
Second: Loy Studer
Vote: Passed 4 – 0

6. Discuss, consider, and take action regarding Southwest Data Website 2024 proposal.

Motion: To accept Southwest Data Website 2024 proposal.
Motion Made: Vonda Archer
Second: Skyler Henricks
Vote: Passed 4 – 0

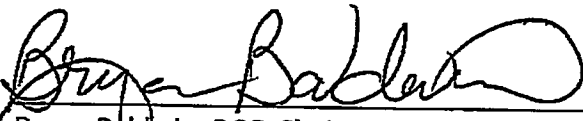
7. No policies & procedures to discuss.

8. Consider Adjournment

Motion: To adjourn the meeting
Motion Made: Loy Studer to adjourn
Second: Vonda Archer
Vote: Passed 4 – 0

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

Minutes approved this 20th day of July, 2023.



Bryan Baldwin, BOD Chairman



Rick Gillispie, BOD Secretary

Baylor County Appraisal District

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, July 20th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from June 15th, 2023, BOD meeting.
2. Approve the June bank statements and financial reports.
3. Discuss 2024 Proposed Budget.
4. Discuss Senate Bill 3.
5. Discuss, consider, and take action on going out for bids for a security door & window.
6. Any other policies or procedures.
7. Adjournment

14th FILED
day of July 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By [Signature] Deputy

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, July 20th, 2023, LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Vonda Archer, Loy Studer, Skyler Hendricks, Rick Gillispie Interim Chief Appraiser Mitzi Welch, & Paula K. Vaden.

Meeting called to order by Loy Studer.

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the June 15th, 2023, meeting.

Motion: To approve the minutes from the June 15th, 2023, BOD meeting
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

2. Discuss, consider, and take action regarding the approval of the June financial reports.

Motion: To approve the financial reports from June 2023
Motion Made: Rick Gillispie
Second: Vonder Archer
Vote: Passed 4 – 0

3. Discuss, consider, and take action for the 2024 Proposed Budget.

Discussion was to move funds from part time employee line item to Paula K. Vaden salary and to approve 2024 proposed budget.

Motion: Motion to move funds from part time employee line item to Paula K. Vaden and to approve 2024 proposed budget.
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

4. Discuss Texas Senate Bill 3.

Discussed what the Texas Senate Bill 3 was and how the property tax relief would change the allocations percentages and payments. Discussion about putting ad in local banner to help explain to the citizens the changes and tax statements may be going out later than the usual early Oct. timeframe.

5. Discuss, consider, and take action regarding Baylor Home Co. estimate for security door and security office windows.

Discussion of why the Baylor CAD office needed the security measures and also board members mentioned security cameras & panic button to be looked into for installing at a later date. Board gave direction to Paula K. Vaden about looking into bids for security cameras & panic button.

Motion: Motion to accept estimate from Baylor Home Co. for security door & office security windows.
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 4 – 0

6. Discussion to the procedures of the 2022 state value appeal and the results.

2022 state value appeal findings were the state said Baylor County had a local value of \$186,535,950. The state's lower limit was \$212,336,668 and upper limit of \$240,354,152, Baylor County was \$25,800,718 lower than where state wanted us.


7. Consider Adjournment

Motion: To adjourn the meeting
Motion Made: Vonda Archer to adjourn
Second: Skyler Hendricks
Vote: Passed 4 – 0

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

Minutes approved this 18th day of August, 2023.


Bryan Baldwin, BOD Chairman


Rick Gillispie, BOD Secretary

Baylor County Appraisal District

FILED
7th day of August 2023

CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas

By VanHecke Deputy

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, August 17th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Public hearing on the BCAD 2024 Proposed Budget.
2. Adjournment

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch. 551 and Subchapter D.

Baylor County Appraisal District

FILED
1st day of August 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By [Signature] Deputy

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:15 a.m. on Thursday, August 17th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from July 20th, 2023, BOD meeting.
2. Approve the July bank statements and financial reports.
3. Discuss, consider, & take action on the BCAD 2024 Proposed Budget.
4. Presentation of the annual BCAD financial audit by David Parkman from Edgin Parkman Fleming & Fleming.
5. Discuss Estimated Allocations with ISD 100,000 HS exemption in place.
6. Any other policies or procedures.
7. Adjournment

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch. 551 and Subchapter D.

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, August 17th, 2023, at 9:15 a.m. LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Bryan Baldwin, Vonda Archer, Loy Studer, Skyler Hendricks, Rick Gillispie, & Interim Chief Appraiser Mitzi Welch.

Meeting called to order by Loy Studer.

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the July 20th, 2023, meeting.

Motion: To approve the minutes from the July 20th, 2023, BOD meeting
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

2. Discuss, consider, and take action regarding the approval of the July financial reports.

Motion: To approve the financial reports from July 2023
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 4 – 0

3. Discuss, consider, and take action for the 2024 Proposed Budget.

Bryan Baldwin arrived to the meeting. Discussion on adopting the BCAD 2024 Budget.

Motion: Motion to adopt BCAD 2024 Budget.
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 5 – 0

4. Presentation of the annual BCAD financial audit by David Parkman from Edgin Parkman Fleming & Fleming.

Mr. Parkman presented the financial audit findings to the BOD. Action will be place on the September agenda to commit funds.

Motion: Motion to accept the audit as presented.
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 5 – 0

5. Discussion on estimated allocations chart with the changes of the \$100,000 HS exemption in place.

Discussion on how the \$100,000 HS exemption would affect the 2024 allocation payments since Seymour ISD levy changed to a lesser amount. The changes that were shown were little, Seymour ISD allocations would be going down while other entities would raise but not a huge difference.

6. No other policies and procedures.

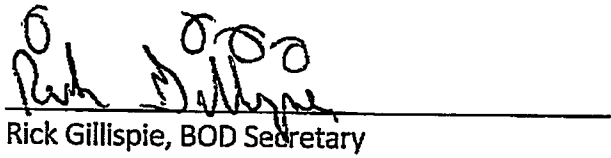
7. Consider Adjournment

Motion: To adjourn the meeting
Motion Made: Loy Studer to adjourn
Second: Rick Gillispie
Vote: Passed 5 – 0

Minutes were taken by Mitzi Welch, Interim Chief Appraiser.

Minutes approved this 21st day of Sept., 2023.


Bryan Baldwin, BOD Chairman


Rick Gillispie, BOD Secretary

Baylor County Appraisal District

FILED
12th day of September 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By [Signature] Deputy

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, September 21st, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from August 17th, 2023, BOD meeting.
2. Approve the August bank statements and financial reports.
3. Discuss, consider, & take action on 2023 budget line-item adjustment.
4. Discuss, consider, & take action to remove all existing authorized persons for the Interbank Night Depository Agreement. (NE Deweber, John Ed Nelson, Kenny Shipman, Mitzi Welch, Bryan Baldwin, Rachel Everett, Misty Broome, & Mary Kay Fair).
5. Discuss, consider, & take action for Interbank night depository agreement to add Camden Andrews & Paula K. Vaden.
6. Discuss, consider, & take action 2023 engagement letter with Edgin, Parkman, Fleming & Fleming.
7. Discuss, consider, & take action on Resolution to commit excess funds for the 2022 tax year.
8. Discuss, consider, & take action on estimates for painting the Baylor CAD office.
9. Discuss, consider, & take action on City of Seymour Dump Truck Service.
10. Discuss, consider, & take action of Paper Pig Shredding.
11. Discuss, consider, & take action to appoint Baylor Agricultural Appraisal Advisory Board.
12. Discuss the 2022 PVS invalid findings & targeted MAP review presented by Mitzi Welch & Gary Zeitler.
13. Any other policies, procedures, or personnel matters.
14. Adjournment

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch. 551 and Subchapter D.

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, September 21st, 2023, at 9:00 a.m. LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Bryan Baldwin, Vonda Archer, Skyler Hendricks, Rick Gillispie, Paula K. Vaden, & Interim Chief Appraiser Mitzi Welch.

Special Guests: Gary Zeitler & Charlotte Neill

Meeting called to order by Bryan Baldwin.

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the August 17th, 2023, 9 am & 9:15 am meetings.

Motion: To approve the minutes from the August 17th, 2023, BOD meetings
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 4 – 0

2. Discuss, consider, and take action regarding the approval of the August financial reports.

Motion: To approve the financial reports from August 2023
Motion Made: Vonda Archer
Second: Rick Gillispie
Vote: Passed 4 – 0

3. Discuss, consider, and take action on 2023 budget line-item adjustment.

To move \$2500.00 for Bata Mapping to telephone/internet service.

Motion: Motion to move \$2500.00 from Bata Mapping to telephone/internet service.
Motion Made: Skyler Hendricks
Second: Vonda Archer
Vote: Passed 4 – 0

4. Discuss, consider, and take action to remove all existing authorized persons for the Interbank Night Depository Agreement.

Board discussed removal of NE Deweber, John Ed Nelson, Kenny Shipman, Mitzi Welch, Bryan Baldwin, Rachel Everett, Misty Broome, & Mary Kay Fair from the authorized person for Interbank Night Depository Agreement.

Motion: Motion to remove all persons listed above from Interbank Night Depository Agreement.
Motion Made: Rick Gillispie
Second: Skyler Hendricks
Vote: Passed 4 – 0

5. Discuss, consider, and take action to add authorized persons for the Interbank Night Depository. Board discussed adding Camden Andrews & Paula K. Vaden to the Interbank Night Depository Agreement.

Motion: Motion to add Camden Andrews & Paula K. Vaden as authorized persons for the Interbank Night Depository Agreement.
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 4 – 0

6. Discuss, consider, and take actions for the 2023 engagement letter with Edgin, Parkman, Fleming & Fleming.

Motion Made: To accept 2023 engagement letter with Edgin, Parkman, Fleming & Fleming.
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

7. Discuss, consider, and take actions on Resolution to commit excess funds for the 2022 operation tax year.

Board discussed the resolution to commit excess funds in the amount of \$42,393 to future contractual services.

Motion: To approve resolution to commit excess funds in the amount of \$42,393 to future contractual services.
Motion Made: Skyler Hendricks
Second: Vonda Archer
Vote: Passed 4 – 0

8. Discuss, consider, and take action on estimates for painting the Baylor CAD office.

Board reviewed 3 painting estimates that were received. Ty Futch \$2,450.00 plus materials, Joe Bob Emsoff \$3,780.00 & AshCam Colors \$1,448.40

Motion: To accept Ty Futch's painting estimate for \$2,450.00 plus materials
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

9. Discuss, consider, and take action on City of Seymour Dump Truck Service.

Board discussed getting a city dump truck to dispose of all old and broken Baylor CAD office furniture & equipment.

Motion: To approve renting a City of Seymour Dump Truck to dispose of all old & broken Baylor CAD office furniture & equipment.
Motion Made: Skyler Hendricks
Second: Rick Gillispie
Vote: Passed 4 – 0

10. Discuss, consider, and take action for Paper Pig Shredding.

Board discussed hiring Paper Pig Shredding to shred all Baylor CAD's old & outdated paper work.

Motion: To approve Paper Pig Shredding to shred all Baylor CAD's old & old dated paperwork.
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 4 – 0

11. Discuss, consider, and take action to appoint Baylor Agricultural Appraisal Advisory Board.

Board discussed appointing Mindy Morris, Bradley James, Richard Morgan, & Marty Bufkin to the 2023-2024 Baylor Agricultural Appraisal Advisory Board.

Motion: To appoint Mindy Morris, Bradley James, Richard Morgan, & Marty Bufkin to the 2023-2024 Baylor Agricultural Appraisal Advisory Board.
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: 4 – 0

12. Discussion for the 2022 PVS invalid finding & targeted MAPS review presented by Gary Zeitler from Eagle Appraisal & Consulting.

Gary Zeitler presented the 2022 PVS findings, which Baylor CAD is about \$26,000,000 away from where the state wants our appraised values. Due to Baylor CAD failing the PVS for the 3rd year in a row, it has triggered a targeted MAPS review which state will assign a reviewer to the office and they will come in and conduct a audit from their list. No action on this item, discussion only.

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


14. Consideration of adjournment.

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

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

Minutes approved this 19th day of Oct., 2023.


Bryan Baldwin, BOD Chairman


Rick Gillispie, BOD Secretary

Baylor County Appraisal District

FILED

13th day of October 2023

CHRIS JAKUBICEK

Clerk County Court

Baylor County, Texas

By Janu Kubicek Deputy

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, October 19th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from September 21st, 2023, BOD meeting.
2. Approve the September bank statements and financial reports.
3. Discuss, consider, & take action on retainer agreement with PBFCM, LLP presented by Jeanmarie Baer & Mollie Lerew.
4. Discuss, consider, & take action on Baylor CAD firearm policy.
5. Discuss 2024-2025 Depository Bid Letters.
6. Any other policies or procedures.
7. Adjournment

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch. 551 and Subchapter D.

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, October 19th, 2023, at 9:00 a.m. LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Loy Studer, Vonda Archer, Skyler Hendricks, Rick Gillispie, Paula K. Vaden & Interim Chief Appraiser Mitzi Welch.

Meeting called to order by Loy Studer.

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the September 21st, 2023, 9am meeting.

Motion: To approve the minutes from the September 21st, 2023, 9am BOD meeting
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

2. Discuss, consider, and take action regarding the approval of the September financial reports.

Motion: To approve the financial reports from September 2023
Motion Made: Skyler Hendricks
Second: Rick Gillispie
Vote: Passed 4 – 0

3. Discuss, consider, and take action for the Retainer Agreement with PBFCM, LLP presented by Mollie Lerew. .

Mollie Lerew presented the PBFCM agreement, she discussed the delinquent taxes agreement, appraisal questions, & other services provided.

Motion: Motion to approve the PBFCM, LLP Retainer Agreement.
Motion Made: Rick Gillispie
Second: Skyler Hendricks
Vote: Passed 4 – 0

4. Discuss, consider, and take action for a Firearm Policy for the Baylor CAD.

Paula K. Vaden discussed the need for a firearm policy for the Baylor CAD. BOD discussed with Paula K. Vaden & Mitzi Welch about developing a draft & send to PBFCM for review.

Motion: Motion for Paula K. Vaden to draw up a draft of Baylor CAD Firearm Policy & have it reviewed by PBFCM. Once reviewed by attorneys, the policy will take effect immediately.
Motion Made: Loy Studer
Second: Rick Gillispie
Vote: Passed 4 – 0

5. Discuss, consider, and take action for the 2024-2025 Depository Bid Letters.

Motion: Baylor CAD to start sending out letters to all banks in Seymour, TX.
Motion Made: Rick Gillispie
Second: Skyler Hendricks
Vote: 4 – 0

6. No other policies and procedures.

7. Consider Adjournment

Motion: To adjourn the meeting
Motion Made: Vonda Archer to adjourn
Second: Rick Gillispie
Vote: Passed 4 – 0

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

Minutes approved this 16th day of Nov, 2023.


Bryan Baldwin, BOD Chairman


Rick Gillispie, BOD Secretary

Baylor County Appraisal District

FILED
8th day of November 2023
CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas
By [Signature] Deputy

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, November 16th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from October 19th, 2023, BOD meeting.
2. Approve the October bank statements and financial reports.
3. Discuss, consider, & take action on amending the 2023-2024 Baylor CAD Reappraisal Plan.
4. Discuss, consider, & take action for proposals for bank depository services.
5. Discuss, consider, & take action on trust bids property – R8910, 901 N. Browning, Seymour.
6. Discuss, consider, & take action for bid on trust property – R8751, 405 E. Ingram, Seymour.
7. An Executive Session, closed to the public and to pursuant to Chapter 551 of the Texas Local Government Code under §551.071: Personnel
8. Any other policies, procedures, or personnel matters.
9. Adjournment

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch. 551 and Subchapter D.

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING
ON Thursday, November 16th, 2023, at 9:00 a.m. LOCATED AT THE BAYLOR COUNTY
APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

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

Meeting called to order by Bryan Baldwin.

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the October 19th, 2023,
9 am meeting.

Motion: To approve the minutes from the October 19th, 2023, BOD meetings
Motion Made: Rick Gillispie
Second: Skyler Hendricks
Vote: Passed 4 – 0

2. Discuss, consider, and take action regarding the approval of the October financial reports.

Motion: To approve the financial reports from October 2023
Motion Made: Skyler Hendricks
Second: Vonda Archer
Vote: Passed 4 – 0

3. Discuss, consider, and take action on approving amended 2023-2024 Baylor CAD Reappraisal Plan.

Motion: Motion to approve amended 2023-2024 Baylor CAD Reappraisal Plan.
Motion Made: Vonda Archer
Second: Rick Gillispie
Vote: Passed 4 – 0

4. Discuss, consider, and take action on proposals on 2024-2025 bank depository services. There were two proposals for bank depository services, one from Interbank of Seymour and Herring Bank of Seymour. The BOD discussed the interest rates being offered by both banks, Interbank offered 2.5% and Herring Bank offered 4.25%. Both banks also offered checks, deposit slips on all accounts, safe deposit box, cashier's checks, wire transfers, access to night deposit drop, and insufficient items all at no charge.

Motion: Motion to accept Herring Bank of Seymour for the 2024-2025 depository service.
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

5. Discuss, consider, and take action on trust bid property R8910, 901 N. Browning, Seymour. There were two bids (Peter Deski & Zachary Burgess) received for R8910. Both bids were considered and discussed.

Motion: Motion to accept bid from Zachary Burgess for R8910, 901 N. Browning, Seymour.
Motion Made: Vonda Archer
Second: Skyler Hendricks
Vote: Passed 4 – 0

6. Discuss, consider, and take action on trust bid property R8751, 405 E. Ingram, Seymour. There was one bid (Peter Deski) received for R8751.

Motion Made: To not accept the bid received for R8751, 405 E. Ingram, Seymour.
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 4 – 0

7. An Executive Session, closed to the public and pursuant to Chapter 551 of the Texas Local Government Code under §551.071: Personnel at 9:23 am.

Motion: To go in executive session
Motion Made: Skyler Hendricks
Second: Vonda Archer
Vote: Passed 4 – 0

Executive Session concluded at 9:47 am.

Action on Executive Session: Personnel

BOD discussed Personnel Salaries, Paula K. Vaden's salary will be raised \$10,400 and Camden Andrews' salary will be raised \$5,400. The 2024 budget line-item adjustments are as follows: moving the \$7,400 Health Ins. and \$8,400 from part time deputy clerk totaling \$15,800. BOD also agreed to review Camden Andrews' salary after collector's classes. Raise was agreed to start immediately in the 2023 budget year.

Motion: To raise Paula K. Vaden's salary \$10,400 and Camden Andrews' salary \$5,400.
Motion Made: Skyler Hendricks
Second: Rick Gillispie
Vote: Passed 4 – 0

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

9. Consideration of adjournment.


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

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

Minutes approved this 28th day of Dec., 2023.



Bryan Baldwin, BOD Chairman



Rick Gillispie, BOD Secretary

Baylor County Appraisal District **FILED**

21st day of December 2023

CHRIS JAKUBICEK
Clerk County Court
Baylor County, Texas

By [Signature] Deputy

NOTICE OF A REGULAR CALLED MEETING OF THE BAYLOR COUNTY BOARD OF DIRECTORS

Place: Baylor County Appraisal District
211 N. Washington, Seymour, Texas
Time: 9:00 a.m. on Thursday, December 28th, 2023

Official Notice: In accordance with Gov. Code, Chapter 51, legal notice of the Baylor County Appraisal District Board of Directors Meeting will be posted at the Baylor County Courthouse and Baylor County Appraisal District seventy-two (72) hours prior to the meeting.

* Considerations do not have to be taken in the order listed.

AGENDA

CALL TO ORDER
ANNOUNCEMENT FROM CHAIRMAN
PUBLIC COMMENTS

DISCUSSION, CONSIDERATION AND/OR ACTION ITEMS:

1. Approve the minutes from November 16th, 2023, BOD meeting.
2. Approve the November bank statements and financial reports.
3. Discuss, consider, & take action on 2024 Budget line-item adjustments.
4. Discuss, consider, & take action to approve Procedures for Reviewing Work Performed by Contracted Appraisal Services.
5. Discuss, consider, & take action on estimate for new front office counter.
6. Discuss, consider, & take action on estimate for new hot water heater & bathroom repairs.
7. Annual Chief Appraiser Evaluation
8. Annual Baylor CAD Employee Evaluation – Paula K. Vaden & Camden Andrews
9. Any other policies, procedures, & personnel matters.
10. Adjournment

*If during the course of this meeting, any discussion of any item on the agenda should be held in a closed meeting, the Board of Directors of Directors will conduct a closed meeting in accordance with Texas Open Meeting Act, Tex. Gov. Code Ch. 551 and Subchapter D.

Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, December 28th, 2023, at 9:00 a.m. LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Meeting called to order by Skyler Henricks at 9 am.

Skyler Henricks made a motion to recess meeting til 5pm due to not having a quorum. Vonda Archer seconded the motion.

Meeting called to order by Bryan Baldwin at 5pm.

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

Meeting called to order by Bryan Baldwin at 5pm.

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the November 16th, 2023, 9 am meeting.

Motion: To approve the minutes from the November 16th, 2023, BOD meetings
Motion Made: Vonda Archer
Second: Rick Gillispie
Vote: Passed 5 – 0

2. Discuss, consider, and take action regarding the approval of the November financial reports.

Motion: To approve the financial reports from November 2023
Motion Made: Loy Studer
Second: Vonda Archer
Vote: Passed 5 – 0

3. Discuss, consider, and take action on approving line-item adjustments for the 2024 Baylor CAD budget.

Motion: Motion to approve line-item adjustments for the 2024 Baylor CAD budget.
Motion Made: Vonda Archer
Second: Skyler Henricks
Vote: Passed 5 – 0

4. Discuss, consider, and take action on approving Baylor CAD Procedures for Reviewing Work Performed by Contracted Appraisal Services.

Motion: Motion to approve Baylor CAD Procedures for Reviewing Work Performed by Contracted Appraisal Services.
Motion Made: Loy Studer
Second: Skyler Henricks
Vote: Passed 5 – 0

5. Discuss, consider, and take action on estimate for new countertop for front office.

Motion: Motion to approve estimate for new countertop for front office.
Motion Made: Loy Studer
Second: Rick Gillispie
Vote: Passed 5 – 0

6. Discuss, consider, and take action on estimate for new hot water heater and rear bathroom repairs.

Motion Made: Motion to approve estimate for new hot water heater and rear bathroom repairs.
Motion Made: Rick Gillispie
Second: Skyler Henricks
Vote: Passed 5 – 0

7. Chief Appraiser annual evaluation.

8. Annual Baylor CAD Employee Evaluation.

The BOD discussed the employee evaluations and decided for Mitzi Welch, Interim Chief Appraiser to evaluate Paula K. Vaden, and for Paula K. Vaden to evaluate Camden Andrews. Then in Jan. BOD meeting to look over evaluations and sign off on the forms.

Motion Made: Motion for Mitzi Welch to evaluate Paula K. Vaden and Paula K. Vaden to evaluate Camden Andrews.

Motion Made: Skyler Henricks

Second: Rick Gillispie

Vote: 5 – 0

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

10. Consideration of adjournment.

Motion: To adjourn the meeting.

Motion Made: Loy Studer

Second: Vonda Archer

Vote: Passed 5 – 0

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

Minutes approved this 19th day of January, 2023.



Bryan Baldwin, BOD Chairman



Skyler Henricks, BOD Secretary

Henricks