
Baylor County Appraisal District

MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, February 15th, 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 by Bryan Baldwin.

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

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the January 19th, 2024.

Motion:	To approve the minutes from the January 19 th , 2024, BOD meetings
Motion Made:	Loy Studer
Second:	Skyler Henricks
Vote:	Passed 4 – 0

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

Motion:	To approve the financial reports from January 2024
Motion Made:	Skyler Henricks
Second:	Loy Studer
Vote:	Passed 4 – 0

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3. Oath of Office & Statement for returning appointed BOD member, Rick Gillispie, Baylor County. Rick Gillispie, Baylor County was not present at the meeting due to an unforeseen delay. BOD discussed moving agenda item #3 later into meeting when Rick Gillispie arrives.

Motion: To move agenda item #3 later into meeting when Rick Gillispie arrives
Motion Made: Loy Studer
Second: Vonda Archer
Vote: 4-0

4. Discuss, consider, & take action to reappoint Baylor CAD Agriculture Advisory Committee for the 2024 year. Marty Bufkin, Mindy Morris, Richard Morgan, & Marvin Bradley James

Motion: Motion to reappoint Marty Bufkin, Mindy Morris, Richard Morgan, & Marvin Bradley James to Baylor CAD Agriculture Advisory Committee
Motion Made: Vonda Archer
Second: Skyler Henricks
Vote: Passed 4 – 0

- Rick Gillispie arrived at the BOD meeting.

5. Discuss, consider, & take action to appoint & reappoint Baylor CAD Appraisal Review Board for the 2024 year.

Motion: Motion to appoint new ARB member Kelsie Whitener & reappoint ARB members William Townley & Dianne Jackson for the 2024 year.
Motion Made: Vonda Archer
Second: Loy Studer
Vote: Passed 5 – 0

Agenda item #3: Oath of Office Statement for returning appointed BOD member Rick Gillispie, Baylor County.

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6. Discuss, consider, & take action on estimate from Syntrio for new phone lines & services for Baylor CAD.

Paula K. Vaden presented the estimate from Syntrio and explained that the office phones have not been working correctly & the old phone lines need to be changed to the new fiber optic lines to be able to assist Baylor County taxpayers promptly and to the best of our ability.

Motion: To accept the estimate from Syntrio for new phone lines & service.
Motion Made: Rick Gillispie
Second: Vonda Archer
Vote: Passed 5 – 0

7. Discuss, consider, & take action on estimate from Syntrio for 3 panic buttons.
Discussion from BOD about the estimate of 3 panic buttons that were estimated for \$3,314.00. The BOD said that installing 3 panic buttons was not necessary and they would like to see an estimate on 1 panic button being installed.

Motion: Motion to return to this item in the future after receiving estimate from Syntrio for 1 panic button.
Motion Made: Loy Studer
Second: Rick Gillispie
Vote: Passed 5 – 0

8. Discuss, consider, & take action on estimate from Syntrio for Baylor CAD laptops.
Paula K. Vaden presented the estimate from Syntrio and explained that having portable laptops would be an asset to Baylor CAD for reasons that having the ability to work remotely and have the access to help other employees or customers in the office when bad weather days occur, for being out of office due to illness, work related activities, and education.

Motion: To accept estimate from Syntrio for Baylor CAD laptops
Motion Made: Loy Studer
Second: Rick Gillispie
Vote: 5 – 0

9. Discuss 2023 PVS Preliminary Findings.
Paula K. Vaden presented the findings on the 2023 PVS findings. Seymour ISD values were found to be within confidence interval.

10. Policies, procedures, information reports, & personnel matters.

Information was presented by Paula K. Vaden on a lawsuit filed by a taxpayer. Paula informed BOD of the information and all information has been turned over to the Baylor CAD attorneys, PBFCM and will be updating BOD in the future on developments.

11. Consideration of adjournment.

Motion: To adjourn the meeting.
Motion Made: Skyler Henricks
Second: Loy Studer
Vote: Passed 5 – 0

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

Minutes approved this _____ day of _____, 2024.

Bryan Baldwin, BOD Chairman

Skyler Henricks, BOD Secretary