



MINUTES
Of the
SAN JACINTO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS

DATE: May 10, 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 1 guests

Minutes:

- **Call meeting to order**
 - Chairman Susan Bailes called the meeting to order at 6:01 P.M.
- **Establish A Quorum**
 - Chairman Susan Bailes stated to let the record reflect a quorum was present with Director Jay Phillips and Tax Assessor Kelly Wineinger not in attendance.
- **Approve and Adopt an Agenda**
 - Vice-Chairman Richard Boudreaux made a motion to approve and adopt the agenda. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.
- **Public Comments**
 - No taxpayer comments.
- **Board of Directors Comments**
 - Vice-Chairman Richard Boudreaux questioned why there were no staggered BOD member terms.
- **Consent Agenda**
 - Review and approve minutes from the April 11, 2017 regular meeting.
 - Secretary Ray McCoppin made a motion to approve the minutes from the April 11, 2017 regular meeting. Director Steve Roberts seconded the motion. Motion passed unanimously.
 - Review and approve the financial reports and budget transactions for April 2017.
 - Vice-Chairman Richard Boudreaux made a motion to approve the financial reports and budget transactions for April 2017. Secretary Ray McCoppin seconded that motion. Motion passed unanimously.
- **Action Items**
 - **A.** Discuss and take possible action by resolution on policy #120.
 - Chief Schell noted that the policy number should be 119A instead of 120. The Board of Directors agreed to change the wording in the policy to state “not to exceed 10%”. Director Steve Roberts made a motion to accept by resolution



MINUTES
Of the
SAN JACINTO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS

policy 119A. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.

- **Discussion Items**

- **A.** Chief Appraiser Report on the District: Chief Schell shared the Interest and Investment report and the 25.25 changes. She also shared that the first round of notices and the second round of supplemental notices went out and that there are two remaining rounds of notices. Chief Schell also stated that the refunds to the entities for the remaining 2016 budget went out this month. Upon discussion of the proposed 2018 budget, Chairman Bailes stated that she would like to have a budget workshop to go over the budget together in detail. The BOD made plans to have a budget workshop. Vice-Chairman Richard Boudreaux stated that he would like to see a detailed report on the funds that go out each month.

- **Executive Session**

- Chief Appraiser Salary Discussion
 - The Board of Directors went into Executive session at 7:25 P.M.

- **Reconvene in Open Session**

- The Board of Directors reconvened from Executive Session at 7:55 P.M.

- **Open Session**

- Discussion and action on any issues discussed, if necessary, in executive session.
 - Upon returning from executive session it was reported that Chief Schell had received a favorable evaluation and a motion for a salary increase was made by Secretary Ray McCoppin. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.

- **Adjourn**

- Vice-Chairman Richard Boudreaux made a motion to adjourn. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.
- Meeting adjourned at 8:07 P.M.

Chairman, Board of Directors

Date

Secretary, Board of Directors

Date