

Upshur County Appraisal District  
Board of Directors  
May 10, 2017

Notice is hereby given that a regular meeting of the Board of Directors of the Upshur County Appraisal District was held on Wednesday, May 10, 2017 at 1:30 p.m. at the Appraisal District office located at 105 Diamond Loch Road, Gilmer, TX 75644.

Members Present: All members were present

- I. Call meeting to order  
Huey Mitchell called the meeting to order at 1:30 pm.
- II. First Order of Business
  - A. Certification that the "Provisions of the Open Meetings Act, Section 551.001 et seq of the Texas Government Code have been complied with in connection with public notice of this meeting and a quorum is present."  
Huey Mitchell certified that these provisions had been met.
- III. Citizens Communications
  - A. Recognize visitors/comments from the Public  
No visitors present
- IV. Information and Action items
  - A. Consider and take action to approve minutes of previous meeting.  
Jared Maddox made motion to approve the minutes.  
Richard Stolle made second. Motion passed 5-0.
  - B. Consider and take action to approve budget balance/paid bills.  
Richard Stolle made motion to approve budget balance and paid bills.  
Brandon Dodd made second. Motion passed 5-0.
  - C. Consider and take action to approve Public Funds Investment report.  
Richard Stolle made motion to approve the Public Funds Investment report.  
Brandon Dodd made second. Motion passed 5-0.
  - D. Consider and take action to approve Disaster Recovery Plan.  
Richard Stolle made motion to approve the Disaster Recovery Plan.  
Conrad Coppedge made second. Motion passed 5-0.
  - E. Consider and take action to approve updates to Records Management Program.  
Brandon Dod made motion to approve the records management updates.  
Richard Stolle made second. Motion passed 5-0.
  - F. Consider and take action to appoint the Chief Appraiser as the Records Management Officer.  
Richard Stolle made motion to appoint the Chief Appraiser as the records management officer.  
Conrad Coppedge made second. Motion passed 5-0.

- G. Consider and take action to approve new telephone system.  
Richard Stolle made motion to accept the \$6,678.79 contract with C & S CommCo, Inc.  
Jared Maddox made second. Motion passed 5-0.
- H. Consider and take action to approve resolution to change retirement system.  
Conrad Coppedge made motion to approve the retirement system changes.  
Richard Stolle made second. Motion passed 5-0.
- I. Consider and take action to increase Appraisal Review Board members 2017 pay.  
Richard Stolle made motion to approve the increase in the Appraisal Review Board members pay by \$20 a day.  
Conrad Coppedge made second. Motion passed 5-0.
- J. Budget Workshop  
All members were in favor of submitting a preliminary budget of \$852,316 to the entities.

- V. Chief Appraiser's Report
1. 2017 MAP review
  2. Legislative update
  3. County line issues

- VI. Adjourn  
Brandon Dodd made motion to adjourn.  
Richard Stolle made second. Motion passed 5-0. Meeting adjourned at 2:52 pm.

  
Huey Mitchell, Chairman

  
Luana Howell, Secretary