

CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

Minutes of September 13, 2021 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on September 13, 2021, in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. The following members were present: Richard Lowery, Eddie Dunn, Mike Coker, John Grunseich, and new nominee Dee Ann Littlefield. Howard Raeke and Bobby Elledge were absent. Chief Appraiser Lisa Murphy and Lisa McLachlan were also present.

2021-264. At 6:00 p.m. Eddie Dunn called the Board of Directors meeting to order.

2021-265. A quorum was established

2021-266. Public Access: No one from the general public was in attendance.

2021-267. Motion to approve the minutes from the previous meeting was made by Mike Coker, seconded by John Grunseich, and passed 4-0-0.

2021-268. Motion to approve financial statements for August 2021 was made by Richard Lowery, seconded by John Grunseich, and passed 4-0-0.

2021-269. Oath of Office and Statement of Officer were executed by Dee Ann Littlefield, who replaced Penny Riordan as representative for Henrietta ISD on the CCAD Board of Directors.

2021-270. Motion was made by Mike Coker and seconded by Richard Lowery to appoint John Grunseich as the new Board Secretary, replacing Penny Riordan. Motion passed 4-0-1 with John Grunseich abstaining.

2021-271. Motion was made by John Grunseich to approve preparation of a written budget amendment to be signed by the Board Chair, implementing the proposed redistribution of \$14,600 among four expense sub-accounts within the OFFICE EXPENSE category of the 2021 budget to more accurately present current expenditures. Motion was seconded by Mike Coker and passed 5-0-0.

2021-272. Motion was made by Richard Lowery, seconded by Dee Ann Littlefield, and passed 5-0-0 to designate Lisa McLachlan as the CCAD Public Funds Officer.

2021-273. Motion was made by Mike Coker, seconded by John Grunseich, and passed 5-0-0 to designate Lisa McLachlan as the CCAD Records Management Officer.

2021-274. Chief Appraiser, Lisa Murphy, gave her report.

2021-275. Next meeting was set for Thursday October 21, 2021 at 6 p.m. with a motion made by John Grunseich, seconded by Richard Lowery, and passing 5-0-0.

2021-276. At 6:49 p.m. motion to adjourn was made by Mike Coker, seconded by John Grunseich, and passed 5-0-0.

_____ Chairman, Clay County Appraisal District