

## CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

### Minutes of February 17, 2022 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on February 17, 2022, in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Mike Coker, John Grunseich, Dee Ann Littlefield, Bobby Elledge (who arrived at 6:26 pm), and Chase Broussard. Secretary John Grunseich presided. Chief Appraiser Lisa Murphy and Lisa McLachlan were also present as well as employees Lee Ann Corley and Becky Gray, who addressed the Board during Public Access.

2022-019. At 6:00 p.m. Secretary John Grunseich called the Board of Directors meeting to order.

2022-020. A quorum was established

2022-021. Public Access: Employees Lisa McLachlan, Lee Ann Corley, and Becky Gray each addressed the Board to express concern about their personal safety and security of District cash in the front office. They were all in agreement that the proposed glass barrier above the counter and installation of more secure doors would provide a comfortable level of protection against attack and/or robbery that is completely absent in their current work environment.

2022-026. Next, Chief Murphy presented a detailed drawing of the related proposed structural changes. There was discussion about storefront glass in different thicknesses or bulletproof glass, as well as whether metal doors and frames would be better than solid core wood doors. Motion to table and gather bids for these improvements, with specific cost differences among the variables discussed, was made by Mike Coker, seconded by John Grunseich, and passed 4-0-0.

2022-027. The revised proposal from Commercial & Industrial Electronics, Inc. was examined to confirm that the only change was to the date, making it a valid bid. Motion to accept the bid and proceed with installation of security cameras and panic buttons was made by Bobby Elledge, seconded by Dee Ann Littlefield and passed 5-0-0.

2022-022. Motion to approve the minutes from both meetings held on January 27, 2022 was made by John Grunseich, seconded by Mike Coker, and passed 5-0-0.

2022-023. Motion to approve financial statements for January 2022 was made by Chase Broussard, seconded by Bobby Elledge, and passed 5-0-0.

2022-024. Administering Oath of Office to Roy Boswell was tabled as he was not in attendance.

2022-025. Motion to ratify all existing contracts was made by Mike Coker, seconded by John Grunseich, and passed 5-0-0.

2022-028. Motion to table approving a sexual harassment policy pending further review and comparison was made by Mike Coker, seconded by John Grunseich, and passed 5-0-0.

2022-029. Chief Appraiser Lisa Murphy gave her report.

2022-017. Next meeting was set for Thursday March 17, 2022 at 6 p.m.

2022-018. At 8:00 p.m. motion to adjourn was made by Chase Broussard, seconded by Dee Ann Littlefield, and passed 5-0-0.

\_\_\_\_\_(signature and office) Clay County Appraisal District