

Upshur County Appraisal District
Board of Directors
January 8, 2019

Notice is hereby given that a regular meeting of the Board of Directors of the Upshur County Appraisal District was held on Tuesday, January 8, 2019 at 1:30 pm at the Appraisal District office located at 105 Diamond Loch Road, Gilmer, TX 75644.

Members Present: Huey Mitchell, Conrad Coppedge, Brandon Dodd, Darrell McKnight and Luana Howell
Members Absent: None

- 2019-1 Call the meeting to order
Huey Mitchell called the meeting to order at 1:31 pm.
- 2019-2 Establish a Quorum
Huey Mitchell certified that these provisions had been met.
- 2019-3 Public Access
S. Vance Lowry, Observing only
- 2019-4 Discuss, consider and elect 2019 Board of Directors Chairman and Secretary
Conrad Coppedge made motion to elect Brandon Dodd as Chairman of the Board. Brandon Dodd declined the position.
Conrad Coppedge made motion to elect Huey Mitchell as Chairman of the Board.
Brandon Dodd made second. Motion passed 4 to 0.
- Brandon Dodd made motion to elect Luana Howell as Board Secretary.
Conrad Coppedge made second. Motion passed 4 to 0.
- 2019-5 Discuss, consider and/or approve minutes from previous meeting (12-10-18)
Brandon Dodd made motion to approve minutes from December 10, 2018 meeting.
Conrad Coppedge made second. Motion passed 4 to 0.
- 2019-6 Discuss, consider and/or approve financials (December 2018)
Information not yet available, postponed to next meeting.
- 2019-7 Adjourn to Executive Session
- A. Deliberate the employment and duties of the Chief Appraiser and possibly interview candidates for Chief Appraiser.
 - B. Personnel – Cartographer salary
 - C. Personnel – Staffing and salary
- Session closed at 1:39 pm
- 2019-8 Adjourn Executive Session and reconvene into Open Session
Session reopened at 2:59 pm.
- 2019-9 Action on Executive Session A

Brandon Dodd made motion to accept Amanda Thibodeaux as the Interim Chief Appraiser position, to begin February 1, 2019 with salary of \$65,000.00 a year.
Conrad Coppedge made second. Motion passed 4 to 0.

2019-10 Action on Executive Session B

Conrad Coppedge made motion to increase Cartographer salary to \$55,000.00 a year.
Brandon Dodd made second. Motion passed 4 to 0.

2019-11 Action on Executive Session C

No action taken.

2019-12 Discuss, consider and/or approve Upshur County Appraisal District 2018 Budget Amendment

No action taken.

2019-13 Discuss, consider and/or approve Upshur County Appraisal District 2019 Budget Amendment

No action taken.

2019-14 Chief Appraiser's Report

Interim, Linda Norell discussed how this office has lost the Chief Appraiser, Administrative Executive Secretary and two Appraisers.

Linda Norell offered information of other county salaries, stating a budget amendment should happen to bring in new employees. Upshur County Appraisal District is now down to one Appraiser with position changes and a budget amendment is needed with pay increases for 2019. Linda Norell further discussed how temporary employees will not be necessary for licensed Appraisers or any special position (Administrative).

Board of Directors nominations have yet to be received, the deadline is February 4, 2019.

Huey Mitchell advised the new Chief Appraiser will get a credit card in her name.

Linda Norell advised the former Chief Appraiser, Sarah Curtis will be reconciling bank statements once received.

At 3:21 pm Amanda Thibodeaux was brought back in to the open session meeting.

Huey Mitchell offered her the Interim Chief Appraiser position for \$65,000.00 a year to begin February 1, 2019. Amanda Thibodeaux accepted the position.

2019-15 Discuss, consider and/or approve next meeting date

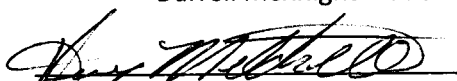
Huey Mitchell made motion for date of January 15, 2019 at 1:30 pm.

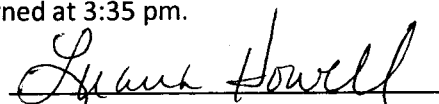
Brandon Dodd made second. Motion passed 4 to 0.

2019-16 Discuss, consider and/or approve adjournment

Brandon Dodd made motion to adjourn.

Darrell McKnight made second. Meeting adjourned at 3:35 pm.


Huey Mitchell, Chairman


Luana Howell, Secretary