

NOTICE OF REGULAR MEETING OF  
THE UPSHUR COUNTY APPRAISAL DISTRICT  
Board of Directors

Notice is hereby given that on the **4th day of December 2025**, the Board of Directors of the Upshur County Appraisal District will hold a special meeting at 3:30 p.m., at the District office located at 105 Diamond Loch Road, Gilmer, Texas.

The subjects to be discussed are listed on the agenda, which is attached to and made part of this notice.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board is required, then such a closed or executive meeting or session as authorized by the Open Meetings Act, Section 551.001 et seq. of the Texas Government Code will be held by the Board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all subjects and for any and all purposes permitted by Sections 551.071 – 551.084, inclusive, of said Sections 551.001, including, but not limited to:

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|-----------------|---|
| Section 551.071 | For the purpose of a private consultation with the Board's Attorney on any or all subjects or matters or matters authorized by law.   |
| Section 551.072 | For the purpose of discussing the purchase, exchange, lease or value or real property.  |
| Section 551.073 | For the purpose of considering a negotiated contract for a prospective gift or donation.  |
| Section 551.074 | For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee. |
| Section 551.076 | To consider the deployment, or specific occasions for implementation, of security personnel or devices.   |
| Section 551.084 | For the purpose of excluding witness or witnesses from a hearing during the examination of another witness.   |

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meetings or session, then such final action, final decision or final vote shall be at either:

- (a) the open meeting covered by this notice upon reconvening or this public meeting, or
- (b) at subsequent public meeting of the Board upon notice thereof.

On this **1st day of December 2025**, this notice was posted with the County Clerk of Upshur County, Texas, and at Upshur County Appraisal District, 105 Diamond Loch Road, Gilmer, Texas.

Devlyn Harris  
Recording Secretary to Board of Directors  
Devlyn Harris

FILED  
FERRI ROSS  
COUNTY CLERK  
2025 DEC -1 PM 3:09  
UPS HUR COUNTY, TX  
BY  DEPUTY

Upshur County Appraisal District  
Board of Directors  
December 4, 2025

Notice is hereby given that a special meeting of the Board of Directors of the Upshur County Appraisal District will be held on December 4, 2025, at 3:30 p.m. at the Appraisal District office located at 105 Diamond Loch Road, Gilmer, TX 75644.

- I. Call to Order
- 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.
- III. Citizen Communication
  - A. Recognize visitors/comments from the public.
- IV. Information and Action Items
  - A. Discuss and take action to ratify appointment of Mrs. Kristy Maxfield as acting Supervisory Office Manager until the position of Chief Appraiser is filled in by board action or modified by full board action.
  - B. Discuss and take action to approve additional compensation for Mrs. Kristy Maxfield's assumption of additional job duties.
  - C. Discuss, consider and take action on Board Resolution to remove Mrs. Amanda Thibodeaux and add Mrs. Kristy Maxfield as an authorized signer on the checking accounts.
  - D. Discuss, consider and take action on Board Resolution to remove Mrs. Amanda Thibodeaux the authorization to transfer funds and add Mrs. Kristy Maxfield the authorization to transfer funds via phone, and verify payroll transmittal.
  - E. Discuss and take action regarding Chief Appraiser Search Committee activities.
- V. Adjourn

Devlyn Harris  
Devlyn Harris  
Recording Secretary to  
Board of Directors

FILED  
JERRY ROSS  
COUNTY CLERK  
2025 DEC - 1 PM 3:09  
UPSHUR COUNTY, TX.  
BY JB  
DEPUTY