

**NOTICE OF MEETING OF THE
BOARD OF DIRECTORS OF THE KAUFMAN CENTRAL APPRAISAL DISTRICT**

The Board of Directors of the Kaufman Central Appraisal District held a meeting on Thursday, December 16, 2021 at 1:00 p.m. in the boardroom of the Kaufman Central Appraisal District office located at 3950 South Houston Street in Kaufman, Texas. Board members present included Robert Dobbs, Ann McDonald, Brenda Samples, Bruce Bynum, John Zaby and Mike Wood. Member Karen Jones was absent. Staff members present included Sarah Curtis, Coy Johnson & Vicki White.

- A. Roll Call/Call to Order
Robert Dobbs, Chairman called the meeting to order at 1:01 p.m.
- B. Invocation
Robert Dobbs, Chairman led the Invocation.
- C. Pledge of Allegiance & Texas Pledge of Allegiance
Pledge of Allegiance and Texas Pledge of Allegiance were led by Ann McDonald, Secretary.
- D. Open Forum
 - 1. Recognition of visitors and persons not on agenda.
There were no visitors present.
- E. Actions Items
 - 1. Discussion and Action to Approve minutes of the October 21, 2021 Board of Directors meeting.
John Zaby made motion to approve the minutes. Mike Wood seconded the motion. A vote was taken with all being in favor. Motion carried.
 - 2. Discussion and Action to Approve Financial Reports.
Bruce Bynum made motion to accept the Financial Reports as presented. John Zaby seconded the motion. A vote was taken with all being in favor. Motion carried.
 - 3. Discussion and Action to Approve funds to replace out of date hardware.
Mike Wood made motion to allow Sarah to spend up to \$35,000.00 to replace the out-of-date equipment and to set a regular schedule to keep equipment updated. John Zaby seconded the motion. A vote was taken with all being in favor. Motion carried.
 - 4. Discussion and Action to Approve update to Board of Directors Policy.
Ann McDonald made motion to approve the updated board policy. Mike Wood seconded the motion. A vote was taken with all being in favor. Motion carried.

5. Discussion and Action to Approve Jessica Tallant as Taxpayer Liaison Officer. John Zaby made motion to approve Jessica as the Taxpayer Liaison Officer. Bruce Bynum seconded the motion. A vote was taken with all being in favor. Motion carried.
6. Discussion and Action to Approve update to Employee Policy Manual.
 - a. Sec. 10.06 Discrimination and Harassment - Sexual Harassment Policy. Bruce Bynum made motion to approve the employee sexual harassment policy. Mike Wood seconded the motion. A vote was taken with all being in favor. Motion carried.
7. Discussion and Action to Approve Disaster Recovery Plan update. Ann McDonald made motion to approve the Disaster Recovery Plan. Mike Wood seconded the motion. A vote was taken with all being in favor. Motion carried.
8. Discussion and Action to Approve Investment Policy. John Zaby made motion to approve the Investment Policy. Ann McDonald seconded the motion. A vote was taken with all being in favor. Motion carried.
9. Discussion and Action to Approve BIS Consulting contract for January 1, 2022 through December 3, 2023. John Zaby made motion to approve the BIS contract. Bruce Bynum seconded the motion. A vote was taken with all being in favor. Motion carried.

F. Executive Session

The Board of Directors may adjourn to Executive Session to deliberate any matter authorized by Texas Government Code Sec 551.001 et. Seq. (The Texas Government Open Meetings Act) including:

1. Sec. 551.074 – Deliberation regarding Personnel Matters: Performance Evaluation of the Chief Appraiser. Mike Wood made motion to adjourn into Executive Session. Ann McDonald seconded the motion. Executive Session started at 1:33 p.m.
2. Motion to Reconvene into Open Session. Mike Wood made motion to reconvene open session. Bruce Bynum seconded the motion. Open Session reconvened at 2:52 p.m.

G. Necessary Action as a result of Executive Session.

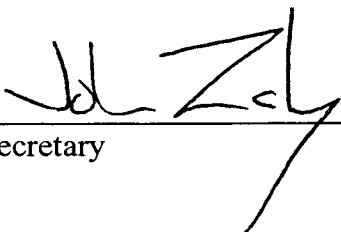
Mike Wood made motion to approve the compensation of the Chief Appraiser and to renew the Chief Appraiser's contract. Bruce Bynum seconded the motion. A vote was taken with all being in favor. Motion carried.

H. Discussion Items

1. Building Committee Report
2. Chief Appraiser Report
 - a. Appraisal Office Update
 1. Building Modifications
 2. Employees
 3. Property Values and Value Studies
 4. Appraisal Review Board
 5. MAP Review
 6. Board of Directors
 7. Lawsuits
3. Next Meeting Date
The next meeting date was set for January 20, 2022.

I. Adjournment

Meeting adjourned at 3:02 p.m.


Secretary