

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

Notice is hereby given that a regular meeting of the Board of Directors of the Kaufman Central Appraisal District was held on Thursday, January 25, 2024, at 1:30 p.m. at the Appraisal District office located at 3950 South Houston Street in Kaufman, Texas. Board members present included: Bruce Bynum, Robby Simons, John Zaby, Don Griffin, Dr. Bruce Wood, Teresa Floyd and Karen Jones. Board member absent was Robert Dobbs. Staff members present included Sarah Curtis, Coy Johnson and Vicki White.

- A. Administer Oath of Office to Don Griffin, Karen Jones, and Dr. Bruce Wood.
Oaths of Office were administered to Don Griffin, Karen Jones and Dr. Bruce Wood by Vicki White, Notary Public.
- B. Establish a Quorum and Call to Order.
Bruce Bynum, Vice-Chairman established a quorum and called the meeting to order at 1:30 pm.
- C. Invocation
Don Griffin led the invocation.
- D. Pledge of Allegiance & Texas Pledge of Allegiance
Bruce Bynum led the Pledge of Allegiance and the Texas Pledge of Allegiance.
- E. Discussion and Action to elect 2024 Officers:
 - a. Chairman
 - b. Vice-Chairman
 - c. SecretaryDr. Bruce Wood made motion to keep the officers the same as 2023 by acclamation. Robert Dobbs will remain Chairman, Bruce Bynum will remain Vice-Chairman and John Zaby will remain Secretary. Don Griffin made second. A vote was taken with all being in favor.
- F. Open Forum
 - 1. Recognition of visitors and persons not on agenda.
There were no visitors present.
- G. Action Items
 - 1. Discuss and Take Action on minutes of the December 18, 2023 BOD meeting.
Karen Jones made motion to accept the minutes as written. John Zaby made second. A vote was taken with all being in favor.
 - 2. Discuss and Take Action on financial reports.
Karen Jones made motion to accept the financial reports as presented. Robby Simons made second. A vote was taken with all being in favor.
 - 3. Discuss and Take Action on Fourth Quarter Public Funds Investment Report.
Dr. Bruce Wood made motion to approve the Fourth Quarter Public Funds Investment Report. Karen Jones made second. A vote was taken with all being in favor.

4. Discuss and Take Action on BIS Consulting contract for 2024.
Robby Simons made motion to approve the BIS Consulting contract for 2024. Don Griffin made second. A vote was taken with all being in favor.
5. Discuss and Take Action on Ordering Election for May 4th for Board of Directors positions.
Dr. Bruce Wood made motion to order the election. Karen Jones made second. A vote was taken with all being in favor.
6. Discuss and Take Action on appointing 2024 Committees:
 - a. ARB Committee: Dr. Bruce Wood made motion to appoint Karen Jones, Robby Simons and John Zaby as the ARB Committee. Don Griffin made second. A vote was taken with all being in favor.
 - b. Budget Committee: John Zaby made motion to appoint Bruce Bynum, Don Griffin and Teresa Floyd as the Budget Committee. Karen Jones made second. A vote was taken with all being in favor.
 - c. Building Committee: Don Griffin made motion to appoint Robert Dobbs, Bruce Bynum and John Zaby as the Building Committee. Karen Jones made second. A vote was taken with all being in favor.
 - d. Personnel Committee: Don Griffin made motion to appoint Karen Jones, Robby Simons and Dr. Bruce Wood as the Personnel Committee. John Zaby made second. A vote was taken with all being in favor.


H. Discussion Items

1. Appraiser Disclosure Forms
2. Chief Appraiser Report
 - a. Building
 - b. Employees
 - c. Property Values and Value Studies
 - d. Appraisal Review Board
 - e. MAP Review
 - f. Board of Directors
 - g. Lawsuits and Arbitrations

I. Next Meeting Date – March 21, 2024

J. Adjournment

Meeting adjourned at 2:36 pm.



John Zaby, Secretary of the Board