

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of January 24, 2018

Charles Chadwell, Chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Wednesday, January 24, 2018 at 9:00 a.m. Board members present: Charles Chadwell, Harry Gibbs, Donald Hisle, Jon Jewett and Larry Gaddes. Quorum declared. Rufus Honeycutt arrived at 9:01 a.m.

Pledges of Allegiance

Receipt of Public Comments

There were no public comments.

Board of Director Training on their Statutory and Other Responsibilities

Debbie Wheeler, the Client Liaison with Perdue, Brandon, Fielder, Collins & Mott, LLP, introduced herself and Deborah Hunt, one of the District's long-time former Board members. Wheeler announced that the training that would be presented was specifically customized for the District's Board members. She mentioned that the Texas State Comptroller also had a training video on its website.

Wheeler and Hunt presented information concerning the Board's responsibilities and top ten duties. They also discussed qualifications and limitations for the members.

The District's request for proposal (RFP) procedure was discussed. Lankford announced that requesting to accept proposals is brought to the Board for approval. He also mentioned that taxing units are kept apprised of pertinent budget information. Discussion followed.

Wheeler discussed the hiring and firing of the Chief Appraiser; indicating that all other District employees are hired by the Chief Appraiser. She also mentioned that the Board should have a policy for hiring a Chief Appraiser. Wheeler expressed that the Chief Appraiser must have a Registered Professional Appraiser (RPA) license; they can serve if they have some other specific designations; however, they must obtain their RPA within five years. Lankford announced that he had previously obtained his Certified Assessment Evaluator (CAE) certificate and the District had one other staff member, Billy White, who also obtained this designation. He indicated that there were many employees at the District who had acquired their RPA.

The Board recessed at 10:11 a.m. and reconvened at 10:20 a.m. Hisle left the meeting at 10:57 a.m. Gaddes left the meeting at 12:00 p.m.

Lankford reviewed the District's website.

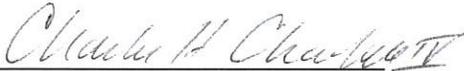
Board Agenda Additions for Future Training Meeting

- Board training will be discussed again following the TAAD Conference. The Board discussed conducting this type of training every two years. Chadwell thanked Honeycutt for his work in putting the training together.

The next regular meeting had been previously set for Thursday, February 8, 2018 at 9:00 a.m.

The meeting adjourned at 12:26p.m.

Respectfully,


Charles Chadwell, Chairman


Donald L. Hisle, Secretary