



Van Zandt County Appraisal District
Located in the Boardroom
27867 State Hwy 64
Canton, TX 75103

BOARD OF DIRECTORS OFFICIAL MINUTES

Date: 6/7/18

Time: 2:08 p.m.

Members Present: Tommy Bulman
C.W. Wilson, Jr.
Edward Bailey
Larry Shackelford

Members Absent: Clay Nicklas

Visitors: None

VZCAD Present: Scott Hyde, Chief Appraiser
Pam Goll, Deputy Chief

Agenda Item #1: **Call to Order:**
Edward Bailey called the meeting to order.

Agenda Item #2: **Opening Prayer:**
Opening Prayer was led by Edward Bailey.

Agenda Item #3: **Welcome Visitors/Public Comments:**
Edward Bailey noted that no visitors were present.

Agenda Item #4: **Act on Consent Agenda:**
a.) Investment & Financials
b.) Collections
c.) Approve Minutes from the 5/8/18 Board Meeting

Tommy Bulman - made the motion to approve the consent agenda. Larry Shackelford - 2nd the motion. Vote – "Aye" – Unanimous.

Agenda Item #5: **Act on Updates to Personnel Policies and Employee Handbook:**
Scott Hyde presented his recommendation to update the Employee Handbook regarding cell phone & mobile device stipend for Appraisers (see attached).

C.W. Wilson, Jr. – made the motion to approve the Policy and to update the Employee Handbook as recommended. Larry Shackelford – 2nd the motion. Vote – "Aye" – Unanimous.

Agenda Item #6: Act on Adoption of 2019 Budget:
Scott Hyde noted that no changes had been made to the 2019 Budget.

Ed Bailey asked for a motion.

Larry Shackelford made the motion to approve the 2019 Budget as presented. C.W. Wilson, Jr. – 2nd the motion. Vote – “Aye” – Unanimous.

Agenda Item #7: Discuss & Act on the Appointment of ARB Member:
Scott Hyde requested that Dan Sharff who had been nominated at the last Board Meeting as an Auxiliary ARB member be moved to a Full ARB Member. This request was due to the fact that the other nominated individual was unable to serve and that left a full member position vacant.

Larry Shackelford made the motion to move Dan Sharff to a full ARB member. C.W. Wilson, Jr. – 2nd the motion. Vote – “Aye” – Unanimous.

Agenda Item #8: Executive Session to Discuss Personnel:
Edward Bailey stated the following: In accordance with section 551.074 of the Open Meetings act, this Board will now go into closed executive session to discuss the matter of Personnel. Time 2:12 p.m.

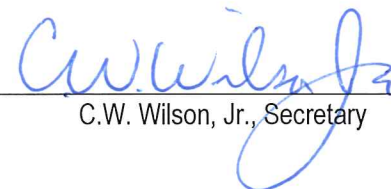
Pamela Goll exited the Board Room. Scott Hyde remained to discuss Personnel Issues. Minutes were kept via audio recorder.

The Board reconvened into regular open meeting at 2:25 p.m. The Recording was removed, sealed and labeled.

Agenda Items #9 Chief Appraiser's Quarterly Report:
Scott Hyde presented the Chief Appraiser's Quarterly Report. (See attached report)

Agenda Item #10: Adjourn:
C.W. Wilson, Jr. made the motion to adjourn. Tommy Bulman – 2nd the motion. Vote – “Aye” – Unanimous.


Edward Bailey, Chair


C.W. Wilson, Jr., Secretary