

BOARD OF DIRECTORS
HOWARD COUNTY APPRAISAL DISTRICT
MEETING MINUTES
January 12, 2022

The Board of Directors of the Howard County Appraisal District (HCAD) convened for their Regular Meeting on January 12, 2022 at 12:30 p.m. Directors present were Craig Wyrick, Scott Emerson, Mike Dawson and Tiffany Sayles. Patricia Davis represented the HCAD.

Opening of Meeting:

Craig Wyrick, Chairman, called the meeting to order, at 12:37 p.m. and announced that the meeting had been duly posted and that a quorum was present.

Scott Emerson led the Board in the Pledge of Allegiance.

The opportunity for public comments was offered by the Chairman. No public comments were made.

Swearing in of the 2022-2023 Board of Directors was completed prior to the meeting at the request of the Chief Appraiser.

The Board began the election for the Chairman, Vice Chairman and Secretary for 2022-2023. Scott Emerson nominated Craig Wyrick for Chairman of the Board. Mike Dawson seconded the nomination; it was approved 3 – 0.

Scott Emerson nominated Mike Dawson for Vice Chairman of the Board. Craig Wyrick seconded the nomination; it was approved 3 – 0.

Craig Wyrick nominated Scott Emerson for Secretary of the Board. Mike Dawson seconded the nomination; it was approved 3 – 0.

Regular Business:

Scott Emerson moved to approve the Minutes of November 10, 2021. Mike Dawson seconded the motion; it was approved 3 – 0.

Scott Emerson moved to approve the bills and Financial Reports for November and December 2021. Craig Wyrick seconded the motion; it was approved 3 – 0.

New Business:

After discussion regarding employees and the District paying into Social Security, Craig Wyrick moved to take no action on this item at present time due to it not being included in the FY 2022 Budget. Mike Dawson seconded the motion; it was approved 3 – 0.

It was discussed to start requiring two signatures for district issued checks. This was a suggestion from the District's Attorney after an incident happened at another location. The Attorney stated several Districts have gone to requiring two signatures to protect the district.

Craig Wyrick made motion to require two signatures on all District checks and a letter be presented to the bank reflecting this change in procedure. Mike Dawson seconded the motion; it was approved 3 – 0.

A copy of this letter is attached to the minutes.

Discussion regarding the Chief Appraiser's notification to the Board prior to official leave or personal leave being taken.

The Board resigned into Executive Session at 1:00 p.m. pursuant to Section 551.074.

The Board returned from Executive Session at 1:34 p.m.

Chief Appraiser Report:

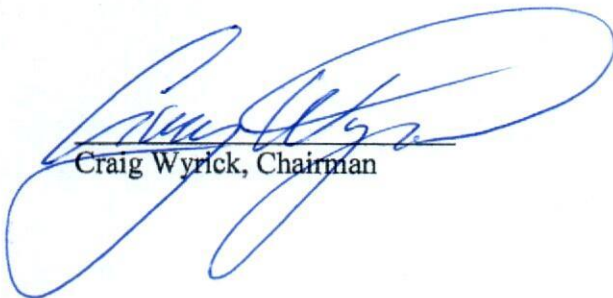
There have been two new employees hired to fill two of the three vacancies the District has.

The Chief Appraiser updated the Board on outstanding lawsuits and provided the Board with a spreadsheet. Scott Emerson questioned one line item on the spreadsheet. Ms. Davis is checking into the information and will get back with the Board on her findings.

There were no changes on Budget Items.

The Chief Appraiser informed the Board that notice had been received from the State of Texas that the District failed the 2020 Property Value Study.

The Chairman adjourned the Meeting at 2:07 p.m.



Craig Wyrick, Chairman



Scott Emerson, Secretary

Attachments: Letter to Bank



**HOWARD COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS**

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Big Spring, TX 79721-1151

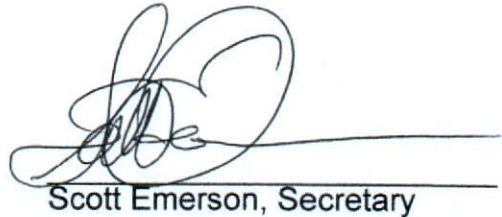
January 12, 2022

To Whom It May Concern:

The Board of Directors convened on the above date for their regular scheduled meeting. A motion was brought before the board to require two (2) signatures on all Howard County Appraisal District checks. The motion was seconded and was approved by the Board. This goes into effect immediately.



Craig Wyrick, Chairman



Scott Emerson, Secretary

cc: BOD Meeting Minutes