

**REGULAR MEETING
NOVEMBER 17, 2022**

The Board of Directors of the Morris County Appraisal District met in regular session on Thursday, November 17, 2022 in the conference room of the Morris County Appraisal District, 501 Crockett Street, Suite 1, Daingerfield, TX. Members present were, Ginger Smith, Joe Austin II & Randy Clayton. Others present: Summer Golden, Chief Appraiser.

CALL TO ORDER:

Vice Chair Smith called the meeting to order at 12:14 PM & announced a quorum present.

PUBLIC COMMENT:

No public present to comment.

MINUTES:

On motion by Clayton, seconded by Austin & approved by all, it was moved to approve the August 18, 2022 Public Hearing Minutes as presented.

On motion by Austin, seconded by Clayton & approved by all, it was moved to approve the August 18, 2022 Regular Meeting Minutes as presented.

COLLECTIONS AUDIT ENDING SEPTEMBER 30, 2022:

Golden presented the Collections Audit ending September 30, 2022 completed by Arnold, Walker, Arnold & Co., PC. After review of the Audit, Golden stated that securities were in place at all times throughout the year & internal controls are closely monitored, reviewed & updated if needed.

Motion by Clayton, seconded by Austin & approved by all, it was moved to approve the Collections Audit ending September 30, 2022.

EXPENDITURES & FINANCIALS:

Year to Date Expenditures & Financials were reviewed & discussed. Golden gave the estimated year-end budgeted expenses and an estimated unexpended. She further explained that the unexpended would be returned to the entities after the approval of the Operating Audit.

COPY MACHINE:

Golden presented the Board with a quote in the amount of \$3,675 from 3N1 Office Products for a new copy machine which is the fax as well. She stated that the current copier was purchased in 2013 & over the past year, it has required more maintenance. Often times being down more than working. The amount of copies we make, even being paperless, is unreal & we need something reliable. Golden recommended the purchase.

Motion by Clayton, seconded by Austin & approved by all, it was approved to purchase the copier as quoted from 3N1 Office Products.

CHANGE IN LUNCH HOUR:

Golden stated that currently in the Handbook the lunch hour has been 12-12:30, giving a 15-minute break in the morning & another 15-minute break in the pm. Historically, if the office was shorthanded we would close from 12-1 on those days; however, we find that the 12-1 schedule is more consistent for the taxpayers and employees. We are a smaller office and when all of the appraisers are out in the field, we are down to just a few in the office. The County takes the 12 to 1 lunch hour & most think we are closed during the hour as well. Golden stated she talked with the Attorney & the breaks are not necessary by law & she suggests the breaks be removed & the lunch hour be from 12-1:00 PM.

On motion by Austin, seconded by Clayton & approved by all, it was moved to change the lunch hour from 12-1:00 PM & remove the 15-minute breaks.

CHIEF APPRAISER REPORTS:

Golden presented the Board with the Preliminary MAP Review 2022 from the State Comptroller. The results are 100% with No Recommendations. The Annual Report was presented and explained. Golden, gave a report on the Lawsuit stating that we settled in mediation; however, as of this date we have not received the final papers. In addition, she stated that the office would close @ Noon on Wednesday, December 7 for training.

CHIEF APPRAISER EVALUATION:

The Board completed the 2022 Chief Appraiser Evaluation. Golden thanked the Board for their continued support.

ADJOURN:

On motion by Austin, seconded by Clayton & approved by all, the meeting was adjourned.



CHAIRMAN/VICE



SECRETARY/MEMBER