

**Cooke County Appraisal District
201 N. Dixon
Gainesville, TX 76240
940-665-7651**

**BOARD OF DIRECTORS
Minutes for BOD Meeting
Wednesday, January 12, 2022**

Present: Joe Knight, Jim Collins, Jerry Fleitman Nancy Brannon and Nathan Dempsey. Also present was Chief Appraiser Doug Smithson.

Opening prayer
Pledge of Allegiance

Swear in of new Board of Directors for 2022-2023 term. Judge Steve Starnes swore in all the board members.

Nominate and elect Board of Director officers. Jerry Fleitman nominated Joe Knight as Chairman. Jim Collins seconded the motion. Motion passed 5-0. Jim Collins nominated Jerry Fleitman as Vice Chairman. Nancy Brannon seconded the motion. Motion passed 5-0.

Public Comments: There were none.

Review and approve the minutes: Motion was made by Nathan Dempsey to approve the minutes as presented. Jerry Fleitman seconded the motion. Motion passed 5-0.

Review payment of bills: The bills were reviewed and discussed.

Review financial statements: Financial statements were reviewed and discussed.

Action Items:

- A. Discussion and possible action regarding contracts.** Jerry Fleitman made the motion to approve contracts as presented. Jim Collins seconded the motion. Motion passed 5-0.
- B. Discussion and possible action regarding bank signature card.** Jerry Fleitman made the motion to remove Cheryl Martin from the bank signature card and to add Daisy Watson to the signature card. Jim Collins seconded the motion. Motion passed 5-0.
- C. Discussion and possible action regarding 25.25b Corrections to the roll.** There were none.
- D. Discussion and possible action regarding Collection Contracts.** Jim Collins made the motion to approve Collection Contracts as presented. Nancy Brannon seconded the motion. Motion passed 5-0.

The board entered into executive session at 5:30 p.m.

The board re-entered open session at 5:36 p.m. No action was taken.

Discussion item:

A. Chief Appraiser report.


Doug reported that January 31, 2022 is the deadline for taking care of property owner tax obligations.

The District has part time employee as a driver for the appraisers in the rural areas. It's helpful when measuring homes.

The District has outsourced some of its deed transfer work.

Doug also noted as of January 15, 2022, his new deputy chief appraiser is Daisy Watson.

Meeting Adjourned.



Chairman



Secretary