

**Shelby County Appraisal District**  
**BOARD OF DIRECTORS MEETING**  
10:00 A.M., Tuesday January 23, 2025  
724 Shelbyville Street | Center, Texas 75935

**MINUTES**

Members present were Robin Connell, Debra Smith, David Chadwick, Allison Harbison, John Howard, Jay Dee Cockrell, Deuce Wulf, Etola Jones, and Greg Hubbard. Also in attendance was Chief Appraiser, Eric Lawrence and Recording Secretary, Sheridan Cassell.

Members absent were, David Chandler, Debra Riley, and Amanda Treat-Brock.

**1. Call to Order**

The meeting was called to order at 10:00 A.M.

**2. Public Comment**

Heard public comment– No action was taken.

**3. Approve Minutes of October 8, 2024, Meeting**

Deuce Wulf, seconded by David Chadwick, made a motion to approve the minutes as presented. The vote for approval was 9 for and 0 against and the motion carried.

**4. Approve Check Register for Fourth Quarter of 2024**

Jay Dee Cockrell, seconded by Etola Jones, made a motion to approve the check register as presented. The vote for approval was 9 for and 0 against and the motion carried.

**5. Select Auditor and Enter into Contract for 2024 Audit**

Debra Smith, seconded by Etola Jones, motioned to keep Frank Campos & Associates, PLLC as designated Auditor. The vote was 9 for and 0 against and the motion carried. Jay Dee Cockrell, seconded by Robin Connell, motioned to accept the 2023 Audit as presented. The vote was 9 for and 0 against and the motion carried.

**6. Resolution to Waive Penalty and interest for Late 1<sup>st</sup> Quarter Payment of 2024 due to CAD Failure to send Reminder to Entities**

Debra Smith, seconded by Allison Harbison, made a motion to approve waiving the penalty and interest for late 1<sup>st</sup> Quarter Payment of 2024. The vote for approval was 9 for and 0 against and the motion carried.

**7. Closed Executive Session in Accordance with the Open Meetings Act, Texas Government Code Sec. 551.071 and 551.074 to Discuss**

- a. Pending or contemplated litigation with the district's attorney and/or;
- b. the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee

**8. Convene in Open Session and Take Possible Action on Items Discussed in Closed Session.** No action taken.

**9. Chief Appraisers Report**

Eric Lawrence advised the Board about the upcoming Homestead Evaluation Audit and Targeted Appraisal Review Procedure. Additionally, the Chief Appraiser went over the financials. No further action taken.

**10. Adjourn.**

With no further business before the board, the meeting was adjourned.

A handwritten signature in black ink that reads "Sheridan Cassell". The signature is written in a cursive style with a large, looping 'S' and a trailing 'l'.

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Sheridan Cassell  
Recording Secretary  
Board of Directors