

## Board of Tax Assessors Meeting

Minutes of the November 23, 2020 Meeting

**Members Present:** Larry Berry, MaryBeth Burnette, Daniel Clifford and Dennis Conway were present for the meeting.

**Staff Present:** Steve Swindell, Trey Stephens and Jenny Thomas were present for the meeting.

**Attorney:** Darrell Caudill of Roach, Caudill & Frost LLP was present for the meeting.

**Call to Order:** Larry Berry called the meeting to order at 9:00am.

**Adoption of Agenda:** Motion by MaryBeth Burnette to adopt the meeting agenda, seconded by Daniel Clifford and approved by all Members.

**Approval of Minutes:** Motion by MaryBeth Burnette to approve the November 12, 2020 minutes, seconded by Daniel Clifford and approved by all Members.

**Public Comments:** None.

**New Business:** Motion by Daniel Clifford to move Batch E-1-1, Batch P3, Batch MH-1, Batch 1, Batch 3, Batch 3A, Batch 5, Batch 5A, Batch 5CB and Batch 5CR to consent agenda and follow staff recommendations, seconded by MaryBeth Burnette and approved by all Members.

### IV. New Business:

#### **Consent Agenda:**

#### **Digest Changes:**

Front Office, Becky Parker, Receiver of Record

**Batch E-1-1**, Current Year Changes

Personal Property Department, Jennifer Hoskins, Project Manager

**Batch P3**, Appeals

Mobile Home Department, Janet Hall, Senior Appraiser

**Batch MH-1**, Current Year Changes

Commercial Department, Gregg Boutilier, Senior Appraiser

**Batch 1**, Commercial Digest Changes

Residential Department, Ricky Hitt, Senior Appraiser

**Batch 3**, Digest Changes

**Batch 3A**, Appeal Changes

Rural Department, Trey Stephens, Senior Appraiser

**Batch 5**, 2020 Digest Changes

**Batch 5A**, Appeal Changes

**Batch 5CB**, CUVA Breaches

**Batch 5CR**, CUVA Releases

**Chief Appraiser Report:**

Steve reviewed the current Budget Report.

Steve and Trey had a meeting with the financial staff Canton, Holly Springs and Woodstock last week.

The 2020 Caveat conference has been rescheduled as a 4-hour teleconference. Short Course will continue as planned.

Steve and Trey have been communicating with a potential Exemption E-filing software company called Just Appraised. They should receive more information this week in regards to pricing.

Steve attended the VPotus event at the Bluffs on Friday.

Mr. Cooper asked Steve to inform the Board that he is still working on salary increases.

The office will be closed November 26th and November 27th for Thanksgiving.

The office Thanksgiving luncheon is today at 11:30 and all are welcome to attend.

The next meeting will be Thursday December 10, 2020 at 9:00 AM.

- I. Attorney's Report / Executive Session:** None
- II. Adjournment:** Motion by MaryBeth Burnette to adjourn the Regular Meeting, seconded by Daniel Clifford and approved by all Members.

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Larry Berry, Chairman

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Jenny Thomas, Secretary