

# **MINUTES OF THE CRANE COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS**

The Board of Directors of the Crane Co. Appraisal District met on Wednesday, February 10, 2021 at 1:30 p.m. in the workroom of the School Administration Building at 511 W. 8<sup>th</sup> St. Crane, TX.

Those attending were Gena Norvell - Chairman, Wanda Coburn – Vice Chairman and Debby Cowden - member. Others present were Byron Bitner - Chief Appraiser and Kelly Lee of the Appraisal District.

1. Gena Norvell called the meeting to order at 1:30 p.m.
2. Wanda Coburn made the motion to approve the minutes from the December 9, 2020 meeting. Second by Debby Cowden. Motion carried unanimously.
3. Kelly Lee then presented the Treasurer's Report with a checking account balance of \$145,943.91 as of January 31, 2021. Debby Cowden made the motion to approve the Treasurer's Report as presented. Second by Wanda Coburn. Motion carried unanimously.
4. The Board of Directors then reviewed all bill payments from December 9, 2020 – February 9, 2021. Wanda Coburn made the motion to approve all bill payments as presented. Second by Debbie Cowden. Motion carried unanimously.
5. Wanda Coburn made the motion to appoint Pat Cadena to the Appraisal Review Board for the term of 2021 – 2022. Second by Debby Cowden. Motion carried unanimously.
6. The Board of Directors briefly discussed the Chief Appraiser's evaluation with the Chief Appraiser.
7. Byron Bitner then reviewed the Quarterly Changes from January 1, 2021 – February 9, 2021 with the Board of Directors.
8. There were no public comments.
9. Debby Cowden made the motion to adjourn the meeting at 1:38 p.m. Second by Wanda Coburn. Motion carried unanimously.

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Chairman/Vice Chairman

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Secretary/Treasurer