

MINUTES OF THE CRANE COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

The Board of Directors of the Crane Co. Appraisal District met on Wednesday, December 06, 2023 at 1:30 p.m. in the workroom of the School Administration Building at 511 W. 8th St. Crane, TX.

Those attending were Emily Barton – Secretary/Treasurer, Judy Crumrine, David Whitaker and Barbara Abbott - members. Others present were Byron Bitner - Chief Appraiser and Kelly Lee of the Appraisal District.

1. Byron Bitner called the meeting to order at 1:43 p.m.
2. Julie Flores administered the Oath of Office to new Board Member Barbara Abbott.
3. Emily Barton made the motion to approve the minutes from the August 16, 2023 meeting. Second by Judy Crumrine. Motion carried unanimously.
4. Emily Barton then presented the Treasurer's Report with a checking account balance of \$188,357.56. Emily Barton made the motion to approve the Treasurer's Report as presented. Second by Judy Crumrine. Motion carried unanimously.
5. The Board of Directors then reviewed all bill payments since the August 16, 2023 meeting. Emily Barton made the motion to approve all bill payments as presented. Second by Judy Crumrine. Motion carried unanimously.
6. Byron Bitner then discussed with the Board the changes that needed to be made to the 2023 budget. (See the attached list of Line-Item Shifts) After some discussion, Judy Crumrine made the motion to approve the line item shifts as presented and to pay for any shortfall from the undesignated fund balance if necessary. Second by Emily Barton. Motion carried unanimously.
7. Byron Bitner then presented the Crane County Appraisal District's Public Funds Investment Policy per Texas Government Code Chapter 2256. Emily Barton made the motion to approve the Crane County Appraisal District's Public Funds Investment Policy as presented. Second by Barbara Abbott. Motion carried unanimously.

8. Byron Bitner then discussed with the Board the need to fully fund Julie Flores' TCDRS retirement fund for prior years' service in the amount of \$6,191.31. Judy Crumrine made the motion to approve fully funding Julie Flores' TCDRS retirement account as presented. Second by Emily Barton. Motion carried unanimously.
9. Byron Bitner then discussed with the Board about switching health insurance for Kelly Lee & Julie Flores from TML health insurance to the Crane County health insurance group. Emily Barton made the motion to approve the switching of health insurance for Kelly Lee and Julie Flores to the Crane County health insurance group. Second by Judy Crumrine. Motion carried unanimously.
10. Byron Bitner then presented to the Board a list of Appraisal Roll changes for the 4th Quarter 2023 for their review
11. There were no public comments.
12. Judy Crumrine made the motion to adjourn the meeting at 2:20 p.m. Second by Emily Barton. Motion carried unanimously.

Chairman/Vice Chairman

Secretary/Treasurer