



Fannin Central Appraisal District  
Board of Directors  
831 W. State Highway 56  
Bonham, Texas 75418  
(903) 583-8701 Fax: (903) 583-8015

Jerry Magness  
Jason Royse  
Richard Glaser  
A.J. Self  
Jason Walker

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Board of Directors' Meeting Minutes  
January 20, 2023 – 12:00 pm

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Board members present: Jerry Magness, AJ Self, Jason Walker, Richard Glaser and Jason Royse

Board members not present: Full attendance

Employees present: Tylene Gamble, Chris Littrell, Jeanne Ashlock, Matt Fitch and Sara Felke

Public/Guest(s): Matthew Tepper, Troy Hudson

1. Declaration of quorum and call meeting to order: Quorum was established, and the meeting was called to order at 12:01p.m.

2. Public forum:

Chris Littrell wanted to express gratitude to the CAD, to the Board and to the Staff, for his years at the Fannin Central Appraisal District.

3. Consent agenda:

- a) Minutes from the November 21, 2022, Board Directors meeting.
- b) Financials for November 2022;
- c) Financials for December 2022;

Motion to approve consent agenda by: Mr. Walker

2<sup>nd</sup>: Mr. Self

All in favor, motion passes unanimous.

10. Action to authorize contract for District Representation;

Motion to correct and authorize by: Mr. Glaser

2<sup>nd</sup>: Walker

All in favor, motion passes unanimous

4. Review, amend and adopt Board Policy;

Motion to amend and adopt Board Policy by: Royse

2<sup>nd</sup>: Mr. Glaser

All in favor, motion passes unanimous.

5. Action to authorize the reorganization and closure of designated funds;

Motion to approve the reorganization and closure by: Mr. Royse

2<sup>nd</sup>: Mr. Self

All in favor, motion passes unanimous.

6. Action to authorize and rename the continued designated funds;

Motion to authorize by: Mr. Self

2<sup>nd</sup>: Mr. Walker

All in favor, motion passes unanimous

7. Action to adopt the 2023 Collection Policy and Procedures;

Motion to adopt the 2023 Collection Policy and Procedures by: Mr. Glaser

2<sup>nd</sup>: Mr. Royse

In favor: Mr. Glaser, Mr. Royse, Mr. Magness, and Mr. Self

Opposed: Mr. Walker

Motion passes.

8. Action to authorize staff reimbursement for business expenditures;

Motion to authorize staff reimbursement by: Mr. Self

2<sup>nd</sup>: Mr. Magness

In favor: Mr. Magness, Mr. Self, and Mr. Royse

Opposed: Mr. Glaser and Mr. Walker

Motion passes.

9. Action to remove the Interim Chief Appraiser Chris Littrell and add Tylene Gamble as Chief Appraiser to the first united Bank signature card;

Motion to remove Chris Littrell and add Tylene Gamble to Signature Card by: Mr. Glaser

2<sup>nd</sup>: Mr. Walker

All in favor, motion passes unanimous

Break at 2:05

Richard Glaser excused himself for remainder of the meeting.

11. Reports

- Director of Appraisal
- Director of Finance
- Director of Operations
- Deputy Chief
- Chief Appraiser

12. Confirm date and time for future Board of Director's meeting;

March 24<sup>th</sup> at 12:00 p.m.

13. Meeting adjourned at 2:29 p.m;

Motion to adjourn meeting: Mr. Self

2<sup>nd</sup> Motion: Mr. Royse

All in favor, motion passes unanimous.