

## BOARD OF DIRECTORS, NEWTON CENTRAL APPRAISAL DISTRICT

The Newton Central Appraisal District board of directors met in regular session at 6:00 p.m. on December 15, 2020, in the office of the appraisal District at 109 East Court Street in the City of Newton, Newton, County, Texas.

Present were Ron Hughes, Vice-Chairman, Mike Adams, Secretary and member Robert L (Luke) Smith. Present by phone was Melissa Burks, County Tax Assessor Collector. Absent were J.C. Avant, Chairman and Charles Summers.

The meeting was called to order at 6:00 p.m. by Vice-Chairman, Ron Hughes.

Guest(s) present was Kirk Swinney, from Low Swinney Evans & James PLLC, Attorneys at Law.

There were no public comments.

Kirk Swinney from Low Swinney Evans & James Motion to go forward with the suit from Cottonwood and hire the law firm of Low Swinney Evans & James PLLC to represent the Newton CAD was made from Robert L (Luke) Smith, second by Mike Adams. Motion was approved by unanimous vote. Mr. Swinney suggested setting up a meeting with all the entities about the lawsuit.

A letter was presented by Mitchell Fontenote, CPA stating the financial audit for 2019 had been completed. It was considered a clean audit, and there were no issues that gave them concern. Motion to approve the 2019 audit was made by Robert L. (Luke) Smith, second by Ron Hughes. Motion was approved by unanimous vote.

Motion to approve the minutes from the previous meeting was made by Robert L (Luke) Smith, second by Ron Hughes. Motion was approved by unanimous vote.

Motion to approve the financial statements for August, September, October and November 2020 was made by Ron Hughes, second by Robert L (Luke) Smith. Motion was approved by unanimous vote.

Motion to approve the 2021 holiday schedule was made by Robert L (Luke) Smith, second by Mike Adams. Motion was approved by unanimous vote.

Motion to approve Mitchell Fontenote, CPA to conduct the financial audit for the year 2020 was made by Robert L (Luke) Smith, second by Mike Adams. Motion was approved by unanimous vote.

Motion to approve moving of monies to close 2020 financial year was made by Mike Adams, second by Robert L. (Luke) Smith. Motion was approved by unanimous vote.

The quarterly investment report was presented to the board of directors for review. No action was required.

Ms. Herrin spoke to the board about the two hurricanes that had come through this area, and the damage the building had sustained. Damage included the roof leaking, hot water tank in kitchen is out, one air conditioner went out. There have been two (2) contractors look at the roof. The insurance company has been contacted. Three back awnings need to be replaced. She told them one employee

lost her home in Hurricane Laura. She discussed longevity pay for the employees. Motion to approve longevity pay was made by Ron Hughes, second by Robert L (Luke) Smith. Motion was approved by unanimous vote.

She also discussed Covid 19. The district has had several employees impacted by covid by being quarantined. One employee lost a family member to Covid, and one employee has had covid. All employees attended customer service class online. Six (6) employees attended class 101 and 102 in Beaumont. Five (5) employees attended ethics class and USPAP and laws and rules update online. Kathy Maier attended class in Austin for two separate weeks. Ms. Herrin stated that she would like to allocate \$100,000.00 of fund balance for the lawsuit, with the possibility of allocating more.

The next meeting was not scheduled at this time. Mr. Avant will be contacted about setting the next meeting.

Motion to adjourn was made by Mike Adams, second by Robert L (Luke) Smith. Motion was approved by unanimous vote.

The meeting was adjourned at 7:02 p.m.

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J.C. Avant, Chairman

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Mike Adams, Secretary