

CROSBY CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

The Board of Directors for the Crosby Central Appraisal District met in regular session on Thursday January 23, 2025, at 7:00 a.m. at the Crosby Central Appraisal District office located at 109 W. Aspen Street Crosbyton, Texas.

- 2025-001 Chairman Steve Henn called the meeting to order at 7:02 a.m.
- 2025-002 Chairman Henn established a quorum with himself, Suzanne Foust, Gail Johnson, Donald Kirksey, Deborah Kirksey, Abel Reyna and Virginia Torres. Others present Chief Appraiser Crystal Hill, and Jonathan Galley with PBFCM.
- Crystal Hill administered the oath of office to the following board members with new terms, Donald Kirksey, Deborah Kirksey, Steve Henn, and Virginia Torres.
- Chairman Henn turned the meeting over to Crystal Hill to conduct the election of officers for 2025.
- Crystal Hill called for nominations for Board Chairman.
- Donald Kirksey made the motion, seconded by Abel Reyna to nominate Steve Henn as Chairman. Suzanne Foust made the motion, seconded by Abel Reyna that nominations cease and to elect Steve Henn as Board Chairman by acclamation. The motion passed unanimously. (7-0-0)
- Crystal Hill turned the meeting over to Chairman Henn.
- Chairman Henn called for nominations for Vice Chairman.
- Virginia Torres made the motion, seconded by Gail Johnson to nominate Donald Kirksey as Vice Chairman. Suzanne Foust made the motion, seconded by Abel Reyna that nominations cease and to elect Donald Kirksey as Vice Chairman by acclamation. The motion passed unanimously. (7-0-0)
- Chairman Henn called for nominations for Secretary.
- Deborah Kirksey made the motion, seconded by Gail Johnson to nominate Suzanne Foust as board secretary. Virginia Torres made the motion, seconded by Gail Johnson that nominations cease and to elect Suzanne Foust as Secretary by acclamation. The motion passed unanimously. (7-0-0)
- 2025-003 Public Access: None
- 2025-004 Virginia Torres made the motion, seconded by Donald Kirksey, to adopt by resolution the authorization of the Chief Appraiser to perform certain duties of the Board of Directors. The motion passed unanimously (7-0-0).
- 2025-005 Gail Johnson made the motion, seconded by Suzanne Foust to approve the minutes for November 14, 2024. The motion passed unanimously. (7-0-0)
- 2025-006 Donald Kirksey made the motion, seconded by Virginia Torres to approve the November and December 2024 Financials. The motion passed unanimously. (7-0-0)
- 2025-007 Gail Johnson made the motion, seconded by Abel Reyna to approve the 2024 4th Quarter Public Funds Investment report. The motion passed unanimously. (7-0-0)

- 2025-008 Donald Kirksey made the motion, seconded by Gail Johnson to appoint Randy Roden to Crosby CAD board of directors filling the AT-Large position for a two-year term. The motion passed unanimously. (7-0-0)
- 2025-009 Donald Kirksey made the motion, seconded by Deborah Kirksey to amend the 2024 Budget line items as presented. The motion passed unanimously. (7-0-0)
- 2025-010 Gail Johnson made the motion, seconded by Abel Reyna to engage the firm of Terry & King CPA's, P.C. to perform the 2024 audit of the appraisal district. The motion passed unanimously. (7-0-0)
- 2025-011 Virginia Torres made the motion, seconded by Donald Kirksey to approve the 4th quarter appraisal roll corrections. The motion passed unanimously. (7-0-0)
- 2025-012 Donald Kirksey made the motion, seconded by Virginia Torres to adopt by resolution the 2025 Investment Policy for Crosby Central Appraisal District and the 2025 investment officer. The motion passed unanimously. (7-0-0)
- 2025-013 Suzanne Foust made the motion, seconded by Gail Johnson to approve the amendments made to the Crosby CAD Disaster Recovery Plan. The motion passed unanimously. (7-0-0)
- 2025-014 Gail Johnson made the motion, seconded by Virginia Torres to approve all existing contracts with: TYP, Eagle, P&A, and BIS. The motion passed unanimously. (7-0-0)
- 2025-015 Donald Kirksey made the motion, seconded by Deborah Kirksey to approve the 2025 AG Advisory Board for Crosby CAD. The motion passed unanimously (7-0-0)
- 2025-016 Disclosure statements were presented to the board.
- 2025-017 Chief Appraiser Report
- Jonathan Galley with PBFCM Law Firm presented the delinquent tax collection report for 2022 and 2023. He discussed how much has been collected since the tax was first turned over to them.
 - Crystal Hill reported to the board that the collection rate was 80%.
 - Crystal Hill reported to the board that physical inspections for Crosbyton ISD would be finished by the end of January.
 - Crystal Hill reported that room reservations and registration fees for those attending the TAAD conference in February had been completed.
- 2025-018 Suzanne Foust made the motion, seconded by Donald Kirksey to approve March 20, 2025, as the next meeting date. The motion passed unanimously. (7-0-0)
- 2025-019 Deborah Kirksey made the motion, seconded by Virginia Torres to adjourn the meeting at 8:13 a.m.

Approved this 20th day of March 2025.

Chairman, Board of Directors
Steve Henn

Secretary, Board of Directors
Suzanne Foust