

# Gordon County Board of Assessors

## Members

Jerry Barton, Chairman  
Frank Sullivan  
Lamar J. Ray



## Chief Appraiser

Dana Burch

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### Minutes from Board of Assessors Meeting September 17, 2015

Meeting called to order at 11:18 am by Chairman of Board of Assessors Jerry Barton. Members present: Frank Sullivan- Board of Assessors, Lamar Ray - Board of Assessors, Jerry Barton-Chairman of Board of Assessors, Dana Burch- Chief Appraiser, Brandy Sandford- Sales Analysis Appraiser/Secretary.

Minutes reviewed from August 20, 2015 presented by Jerry Barton presented. Motion for approval by Frank Sullivan seconded by Lamar Ray. Motion passed

#### Old Business

Chief Appraiser Dana Burch presented board with updates on active appeals. No motion needed.

#### New Business

- A. Chief Appraiser Dana Burch presented the Digest and Digest Submission date of September 21, 2015. Motion for approval by Lamar Ray seconded by Frank Sullivan. Motion passed.
- B. Motor Vehicle Appeals from August 17, 2015 to September 11, 2015 presented by Dana Burch. Motion for approval by Lamar Ray seconded by Frank Sullivan. Motion passed.
- C. Personal Property 30 Day notices presented by Dana Burch. Motion for approval by Frank Sullivan seconded by Lamar Ray. Motion passed.
- D. Personal Property 45 Day notices presented by Dana Burch. Motion for approval by Lamar Ray seconded by Frank Sullivan. Motion passed.
- E. Real Property 30 Day notices presented by Dana Burch. Motion for approval by Frank Sullivan seconded by Lamar Ray. Motion passed.
- F. Applications for Covenants, Covenants in Lieu of Appeals and Covenant Continuations presented by Dana Burch. Motion for approval by Lamar Ray seconded by Frank Sullivan. Motion passed.

#### General Discussion

Jerry Barton presented to the board a policy for no open toe shoes to be worn by field appraiser while appraisers are out doing field work. Motion for approval by Lamar Ray seconded by Frank Sullivan. Motion passed. Jerry Barton presented to the board approval for staff polo shirts to be ordered and worn in field and in office by employees to promote professionalism. Motion for approval by Frank Sullivan seconded by Lamar Ray. Motion passed. Jerry Barton also presented to the board an updated education schedule for the staff. Motion for approval by Lamar Ray seconded by Frank Sullivan. Motion passed.

Jerry Barton presented dates for the next board meetings to be October 15, 2015 November 12, 2015 December 10, & 17, 2015. October 19, 2015 will be dates for next conference. Motion for approval by Lamar Ray seconded by Frank Sullivan.

Jerry Barton presented to the board, from the Executive Session on August 20, 2015, to begin interviews for Deputy Chief starting September 30, 2015. No Motions needed.

Meeting adjourned by Lamar Ray at 11:36 am seconded by Frank Sullivan. Board Agreed unanimous.  
Brandy Sandford, Board Secretary Minutes 9-17-15