



Advisory Committee of the Board of Directors*
Minutes of Meeting on May 15, 2020
(amended 05-21-2020)

Committee members participating remotely:

Ms. Kathryn Wilemon, Chair
Ms. Wendy Burgess
Mr. Richard DeOtte

Also participating:

Ms. Catherine Alder, District's attorney
Ms. Carol Thornton, Executive Assistant to the Chief Appraiser

1. Call to Order

Ms. Wilemon called the meeting to order.

2. Discussion about the following:

a) MEETING SERVICES

Discussion about how the Board currently prepares, distributes, and maintains records of its notices/agendas, minutes and related documents did not identify problems, concerns, or recommendations for change.

After discussing the availability and costs of automated meeting services and related equipment like that used by many of the taxing units (e.g., large screen displays of agenda items and votes cast, automated tabulation and recording of votes, etc.), committee members concurred that the committee would not pursue that avenue further.

* In the February 14, 2020 meeting of the Board of Directors, Chairman Mike O'Donnell appointed three members of the Board to an ad hoc advisory committee. He charged the committee to study, discuss, and make recommendations to the Board on the topics set out in the published agenda for this meeting. The committee does not control or supervise public business or policy and may take no final actions

Regarding making, tabulating, and recording votes manually, the only suggestion was that minutes of Board meetings identify by name each member's vote if the vote was not unanimous.

Regarding timekeeping and time limits for public comments, there were differences of opinions as to appropriate time limit (e.g., three minutes or five), whether extensions of time should be permitted, and by whom any such extensions would be granted. The committee may discuss these issues at its next meeting.

b) MEETING SPACE

Members of the committee concurred that dedicated space for meetings of the Board are not needed now. They acknowledged that additional information and recommendations from space planners about possibly reconfiguring some areas within the District's building are expected at or about the end of May and will be provided to the committee.

They concurred further that, except for enhancing audio and recording capabilities, the Board should continue to use the meeting facilities as they are now. Suggested enhancements include microphones for each member, a public address system in the meeting room, multi-channel mixer, and upgraded recording equipment.

The members discussed possibly posting live and recording proceedings online through social media sites or TAD.org and asked Mr. DJ Whitehead to investigate and report back on available options, including staff time and costs of each.

Committee members briefly discussed possible extensions and modifications of disaster declarations and related orders and how they may affect the issues discussed.

3. Adjourned.