

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
April 6, 2017**

A meeting of the DeKalb County Board of Assessors was held on Thursday, April 6, 2017. Present were the following:

**Vivian R. Ingersoll, Chair
James Vernor, PhD, MAI, Vice-Chair
Robert A. Burroughs, Assessor
Charlene Fang, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Brian Jennings, Deputy Chief Appraiser - Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Eugene Roberts, Appraiser – Business Personal Property
Teresa H. Nealey, Recording Secretary**

**ABSENT: John W. Lawson, Assessor
Allen Alford, Supervisor – Business Personal Property**

**CALL TO ORDER
The Chair called the meeting to order at 9:34 a.m.**

**APPROVAL OF AGENDA
Robert Burroughs made a motion to approve the 4/6/17 Agenda, seconded by Jim Vernor, so ordered and carried.**

**APPROVAL OF MINUTES
Robert Burroughs made a motion to approve the Minutes for 3/16/17, seconded by Charlene Fang, so ordered and carried.**

**CITIZEN TIME
No citizens appeared.**

**INTRODUCTION OF NEW EMPLOYEE
Calvin Hicks introduced our new employee Tony Johnson to the Board. Tony is an Appraiser IV in the Commercial Division. He was welcomed by the Board.**

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

Robert Burroughs made a motion to approve batches 1 through 23 of this agenda, seconded by Charlene Fang. After discussion, all voted “aye” including the Chair; so ordered and carried.

STAFF REPORTS

See attached.

CHIEF APPRAISERS' REPORT

See attached.

EXECUTIVE SESSION

No session today.

OTHER BUSINESS

Charlene Fang thanked Brian Jennings and an appraiser in his group Joyce Lackey; for the recent timely response to a taxpayer. On April 1, 2017, Ms. Susan Moore sent an email titled “Employee Thank You”, to Calvin Hicks, Jeff Rader and Kathie Gannon. She praised the assistance given to her by Ms. Lackey.

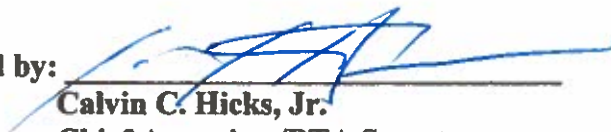
The Board discussed highlights for the upcoming CAVEAT Conference. Jim Vernor shared with the group that he’s been invited to be on the program this year at the conference. He will be giving a one hour talk on intangibles.

ADJOURNMENT

Jim Vernor made a motion to adjourn, seconded by Robert Burroughs; all voted “aye”, the motion carried. The meeting ended at 10:47 a.m.

This meeting was conducted in accordance with O.C.G.A. 50-14-(1-6).

Signed by:



Calvin C. Hicks, Jr.
Chief Appraiser/BTA Secretary

Date Approved:

4-20-17