

Shelby County Board of Review

Minutes of November 21, 2023 Meeting

1. Call to Order:

Chairman Chris Johnston called the meeting to order at 9:05 AM.

2. Roll Call:

The following members were physically present; Chris Johnston, Gregg Brown and Kenny Schwengel. Others physically present were Debbie Dunaway, Supervisor of Assessments.

3. Approval of Minutes of October 17, 2023 Meeting:

Motion: Kenny Second: Chris Approved: All

4. Public Comments:

No comments from the public.

5. The Following Complaints were received:

None

6. Seven Certificates of Error were reviewed and signed by Johnston, Brown and Schwengel.

October 1	1
November 1	4
<u>November 21</u>	<u>1</u>
Total	6

7. New Business:

The Board recognized Debbie and her team for the hard work and the publication of this quad-year assessments.

The 30-day window for complaints is now open and will conclude on December 21, 2023. The BOR will meet that day and review the complaints and schedule hearings as necessary. As complaints are received, the request or decline for a hearing will be documented. The twelve existing complainants will be contacted to determine if hearings are requested and if so scheduled. Return messages for uncontacted complainants will be directed to the Supervisor of Assessments Office for scheduling at 217-774-5579.

Debbie shared additional documents she learned from collaboration with the Supervisor of Assessments in Moultrie County. This Schedule of Hearings and Notice of Board of Review Hearing documents will improve the effectiveness and effectiveness of the BOR operation.

The BOR will use the dates of January 9, 10 and 11 to schedule hearings. Any person unable to attend these dates will be accommodated.

8. Recess of the Board of Review was called by Chairman Johnston at 9:45.