

**Minutes of the Quinlan Zoning Board of Adjustment  
Called Meeting ~ December 23, 2019**

A Called Meeting of the Zoning Board of Adjustment of the City of Quinlan, Texas, was held December 23, 2019 at the Quinlan Council Chambers, 104 E. Main Street, Quinlan, Texas at 6:00 p.m.

**I. ADMINISTERING THE OATH OF OFFICE AND SWEARING IN NEWLY APPOINTED AND REAPPOINTED MEMBERS.**

**No Action taken on Item I.**

- A. Issue the Statement of Appointed Officer to the newly appointed and reappointed members of the Quinlan Zoning Board of Adjustment.
- B. Administer the Oath of Office to newly appointed and reappointed members of the Quinlan Zoning Board of Adjustment.

**II. Elizabeth Osborne called the meeting to order at 6:00 p.m.**

City Secretary, Laura Kennemer recorded the minutes.

**III. Elizabeth Osborne led the Zoning Board of Adjustment Members and visitors in the Pledge of Allegiance**

**Invocation given by:** John Adel

**IV. Roll Call**

Elizabeth Osborne announced a quorum was present.

**The following P&Z Members were present:**

Gail McDaniel
Elizabeth Osborne
Daniel Robinson
Lisa Underwood

**The following P&Z Members were absent:** Fred White

**Staff Present:** Adel, Kennemer

**Visitors Present:** 0

**Approval of Minutes:**

- A. Approve the Minutes of the November 25, 2019 Called Meeting.  
Motion made: To approve the November 25, 2019 Called Meeting Minutes.  
Motion made by: McDaniel, G.  
Second by: Robinson, D.  
All in favor: McDaniel, Osborne, Robinson, Underwood  
All apposed: None  
Motion: Carries

**II. New Business**

None

**III. Elizabeth Osborne adjourned meeting at 6:03 p.m.**

DATED: 2/22/20

ATTEST: Laura Kennemer

Laura Kennemer, City Secretary

Elizabeth Osborne  
Elizabeth Osborne, ZBOA Vice-Chairperson