



November 7, 2023

Virtual Board of Directors Meeting Wednesday, November 15, 2023, at 1:30 p.m.

Virtual Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 268 157 677 023 Passcode: hR5E9t

Or call in (audio only)

Number: +1 323-433-2148 Conference ID: 493 154 708#

Draft Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of Board Directors
 - Brock Babb, President
 - Dustin Warren, Vice President
 - Victor Tannous, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Sean Corcoran, Director of Operation Services
 - Bret Hennington, Community Association Manager
 - Julie Dodd, Account Manager
 - Essex Support Staff
- Financials
 - September 2023 Balance Sheet and Income Statement Summary
 - Approve 2024 Proposed Budget
- Old Business
- New Business
 - Adopt/Amend Policy Changes

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- **State Mandated Policies to be Amended/ Adopted**
 - Amend- Collections/ Payment Plan Policy
 - Amend- Enforcement Policy
 - Adopt- Security Measures Policy

- **Not Required but Highly Recommended be Amended/ Adopted**
 - Amend- Records Production & Copying Policy
 - Amend- Email Registration Policy
 - Amend- Generator Policy
 - Adopt- Lightning Rod Policy
 - Adopt- Pandemic Policy
 - Adopt- Community Wide Standard Policy
 - Adopt- Drones and Unmanned Aircraft Policy

- Adjournment