



Virtual Board of Directors Meeting

Monday, November 27th, 2023, at 2:00 p.m.

Virtual Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 236 728 927 945 Passcode: YxiB3A

Call In Option (Audio Only)

Number: +1 323-433-2148 Conference ID: 303 520 065#

Draft Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Todd Gautier, President
 - Brian Pierce, Vice President
 - Paresh Patel, Secretary
- Introduction of Essex Association Management, L.P.
 - Ryan Corcoran, Community Association Manager
 - Essex Support Staff
- Approval of April 2023 Board of Directors Meeting Minutes
- Financial Review
 - Review September 2023 Balance & Income Statement Summary
 - Approve 2024 Proposed Budget
- Old Business
- New Business
 - Adopt / Amend Policy Changes

Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
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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
 - Adopt - Generator Policy
 - Adopt - Lightning Rod Policy
 - Adopt - Pandemic Policy
 - Adopt - Community Wide Standard Policy
 - Adopt - Drones and Unmanned Aircraft Policy

- Adjourn Open Meeting

- Executive Session
 - Delinquency Review
 - Compliance/ACC

- Adjourn Executive Session