



Board of Directors Meeting

Tuesday, November 14th, 2023, at 6:00 p.m.

Virtual Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 246 115 630 874 **Passcode:** xoEgWu

Call In Option (Audio Only)

Number: +1 323-433-2148 **Conference ID:** 647 876 589#

Draft Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Nisha Patel, President
 - William Langley, Vice President
 - Hardy Milsch, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Caspar Sullivan, Community Association Manager
 - Essex Support Staff
- Approval of May 2023 Meeting Minutes
- Financials
 - September 2023 Balance Sheet & Income Statement Summary
 - Review and Approve 2024 Proposed Budget
- Old Business
- New Business
 - Adopt / Amend Policy Changes
 - **State Mandated Policies to be Amended / Adopted**
 - Amend – Collections
 - Adopt – Payment Plan Policy
 - Amend – Enforcement Policy
 - Adopt – Security Measures Policy

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- **Not Required but Highly recommended be Amended/ Adopted**
 - Amend – Records Production & Copying Policy
 - Amend – Email Registration Policy
 - Adopt – Generator Policy
 - Adopt – Lighting Rod Policy
 - Adopt – Pandemic Policy
 - Adopt – Community Wide Standard Policy
 - Adopt – Drones and Unmanned Aircraft Policy
 - **The results of adopting / amending recommended policies will be decided in the meeting.**
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- Adjourn Open Session
 - Executive Session
 - Adjourn Executive Session