



# Board of Directors Meeting

Tuesday, November 14<sup>th</sup>, 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.**

- Adjourn Open Session
- Executive Session
- Adjourn Executive Session