



Virtual Board of Directors Meeting
Friday, November 17th, 2023, at 3:00 p.m.
Virtual Microsoft Teams Meeting

[Click here to join the meeting](#)

Meeting ID: 225 303 062 69 Passcode: 3tRsVc

Or call in (audio only)

Number: +1 323-433-2148

Phone Conference ID: 651 009 423#

Draft Agenda

- Call Meeting to Order
- Proof of Notice
- Introduction of Board Directors
 - Channda Douglas, President
 - Mey-Ling Pauri, Vice President
 - Jeffrey David, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Sean Corcoran, Director of Operations
 - Bret Hennington, Community Association Manager
 - Essex Support
- Financial Review
 - September 2023 Balance Sheet & 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
 - Adopt- Generator Policy
 - Adopt- Lightning Rod Policy
 - Adopt- Pandemic Policy
 - Adopt- Community Wide Standard Policy
 - Adopt- Drones and Unmanned Aircraft Policy
- Adjournment