



Virtual Board of Directors Meeting **Thursday, November 16th, 2023, at 6:00 p.m.**

Virtual Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 234 611 375 943 Passcode: Mgo3jb

Or call in (audio only)

Number: +1 323-433-2148 Conference ID: 891 513 135#

Draft Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Kenny Kwong, President
 - Mulu Mulugeta, Vice President
 - Zequille Mclean, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Sean Corcoran, Director of Operations
 - Bret Corcoran, Community Association Manager
 - Holly Belvin, Account Manager
 - Essex Support Staff
- Financial Review
 - September 2023 Balance Sheet and 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
Carrollton, TX 75006
Phone: (972) 428-2030 Fax: (469) 342-8205
www.creekvalleyhoa.com



- **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**
 - Adopt- Records Production & Copying Policy
 - Adopt- 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