



# Virtual Board of Directors Meeting

Monday, December 18<sup>th</sup>, 2023, at 5:30 p.m.

## Virtual Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 248 837 368 124      Passcode: wXJhi8

## Call In Option (Audio Only)

Number: +1 323-433-2148      Conference ID: 554 936 957#

## Draft Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
  - Adriana Gonzalez, President
  - Terry Goswick, Vice President
  - Melissa Beebe, Secretary
  - Tawonna Blackman, Member at Large
- Introduction of Essex Association Management, L.P. Representatives
  - Caspar Sullivan, Community Association Manager
  - Essex Support Staff
- Approve June 2023 Board of Directors Meeting Minutes
- Financial Review
  - September 2023 Balance Sheet & Income Statement Summary
  - Review & Approve the 2024 Proposed Budget
- Old Business
- New Business
  - Amend / Adopt Policy Changes

Essex Association Management, L.P.  
1512 Crescent Drive, Suite 112  
Carrollton, TX 75006  
Phone: (972) 428-2030    Fax: (469) 342-8205  
[www.crescentestateshoa.com](http://www.crescentestateshoa.com)

- **State Mandated Policies to be Amended / Adopted**
  - Adopt – Collections / Payment Plan Policy
  - Adopt – Enforcement Policy
  - Adopt – Security Measures Policy
- **Not Required but Highly Recommended to be Amended / Adopted**
  - Adopt – Email Registration Policy
  - Adopt – Generator Policy
  - Adopt – Lightning Rod Policy
  - Adopt – Pandemic Policy
  - Adopt – Community Wide Standards Policy
  - Adopt – Drones and Unmanned Aircraft Policy
- Adjourn Open Meeting
  - Homeowner Q & A
- Move into Executive Session
  - Delinquency Review & Vote
  - Compliance / ACC Overview
- Adjourn Executive Session

*Virtual meetings of the Board are open for listening and/or viewing only. Questions can be submitted at any time via the Association's website at [www.crescentestateshoa.com](http://www.crescentestateshoa.com) under the "Contact Us" tab.*