



Virtual Board of Directors Meeting

Tuesday, November 28, 2023, at 1:30 p.m.

Microsoft Teams Meeting

[Click here to join the meeting](#)

Meeting ID: 269 835 410 823 Passcode: YQZpVQ

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Or call in (audio only)

Number: +1 323-433-2148 Phone Conference ID: 536 023 912#

Draft Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Abid Abedi, President
 - J.J Singh, Vice President
 - Reham (Ray) Jaffrey, Secretary
- Guest Introduction
 - Leslie Pelley, Authorized Declarant Representative
- Introduction of Essex Association Management, L.P. Representatives
 - Sean Corcoran, Director of Operations
 - Bret Hennington, Community Association Manager
 - Cameron Raphael, Account Manager
 - Essex Support Staff
- Financial Review
 - September 2023 Balance Sheet & Income Statement Summary
 - Approve 2024 Proposed Budget
- Old Business
- New Business
 - Adopt / Amend Policy Changes

Essex Association Management, L.P.

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www.villasofmiddletonhoa.com

0 **State Mandated Policies to be Amended/ Adopted**

- Amend- Collections/ Payment Plan Policy
- Amend- Enforcement Policy
- Amend- Security Measures Policy

0 **Not Required but Highly recommended be Amended/ Adopted**

- Amend- Records Production & Copying Policy
- Amend- Email Registration Policy
- Adopt- Generator Policy
- Adopt- Lightning Rod Policy
- Amend- Pandemic Policy
- Adopt- Community Wide Standard Policy
- Adopt- Drones and Unmanned Aircraft Policy

- Adjournment

Telephonic 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.villasofmiddletonhoa.com under the "Contact Us" tab.