



Virtual Board of Directors Meeting

Tuesday, December 30th, 2025 at 11:00AM

Virtual Microsoft Teams Meeting

[Click Here To Join Meeting](#)

Meeting ID: 255 732 715 215 68 Passcode: C5sD6t9D

Call-in Option (Audio Only)

Dial-In: 1 323-433-2148 Conference ID: 865 946 58#

Draft Agenda

- Establish a Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Matthew Dawson, President
 - Victor Tannous, Vice President
 - Dustin Warren, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Cinnamon Anderson, Sr. Director of Operations
 - Justin Flynn, Assistant Association Manager
 - Holly Belvin, Account Manager
 - Essex Support Staff
- Financials
 - October 2025 Balance Sheet & Income Statement Summary
 - Review & Approve 2026 Proposed Budget
- Old Business
- New Business
 - Adopt Enforcement Policy
 - Adopt Collections Policy
 - Amend The Guidelines for Security Measures Policy
- Adjourn Open Session / Move into Executive Session
- Executive Session
 - Compliance Overview
 - Acknowledgement of Compliance Fees/Fines

Essex Association Management, L.P.

4570 Westgrove Dr, Suite 230

Addison, TX 75001

Phone: (972) 428-2030 Fax: (469) 342-8205

<https://spiritasranchhoa.com>



- Delinquency Review & Vote
- Adjourn Executive Session

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