

**MINUTES OF MEETING
OAKLEAF PLANTATION PROPERTY OWNERS ASSOCIATION, INC.**

The regular meeting of the Board of Directors of the Oakleaf Plantation Property Owners Association, Inc. dba Oakleaf East POA was held Monday, March 1, 2021 at 6:30 p.m. in the main Oakleaf East POA Office located at 518 Hollyberry Lane, Ste 108, Orange Park, FL 32065.

Present and constituting a quorum were:

Robert Patton	President
Rosemary Pack	Vice President

Also present were:

Kimberly Farrell	Employee
Jennifer Creighton	Employee (by phone)
Seven Residents	

I. Call to Order

Robert Patton called the meeting to order at 6:31 PM.

II. Adoption of the Current Agenda

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 2-0, the Current Agenda was approved.

Approval of the Minutes of the February 1, 2021 Meeting

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 2-0, the Minutes was approved.
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III. Unfinished Business

None

IV. Financial Update

Kimberly Farrell (employee) provided update. 1/31/21 Financial Statements were presented. Annual Assessments numbers are as follows for 2/28/21:

2021 - 52 accounts unpaid > \$30.08 (97.55% paid)

18 accounts – estoppel/transfer fees, 53 accounts unpaid < \$30.09

2020 – 108 accounts unpaid (94.91% paid)

V. Committee Discussions (CEC, ARB, Welcome, Festivities)

CEC – 2 meetings, minutes provided... 8 fined, 17 rejected, 10 tabled

ARB – 1 meeting, minutes are on the website

Welcome Committee – No update

Festivities – No update

VI. Homeowner Fines/Attorney Demand Recommendations

Send the following accounts to CEC

1050 Moosehead Drive - Trailer

1068 Moosehead Drive – Commercial Vehicle

1170 Bedrock Drive – Pressure Wash Home

1707 Canopy Oaks Drive – Mowing, Edging & Weeding

3126 Wandering Oaks Drive – Pressure Wash Home

3126 Wandering Oaks Drive – Paint Home

3139 Wandering Oaks Drive – Paint Home

1425 Scenic Oaks Drive – Paint Home

2909 Piedmont Manor Drive – Weeds/Grass in Beds

2933 Piedmont Manor Drive – Tree Removal

3016 Stonewood Way – Pressure Wash Driveway & Sidewalks

3036 Stonewood Way – Dead Grass

890 Thoroughbred Drive – Pressure Wash Home

890 Thoroughbred Drive – Dead Grass & Weeding

3610 Silver Bluff Blvd – Dead Grass & Weeding

2866 Pebblewood Lane – Dead Grass & Weeding

650 Wakeview Drive – Paint Home

650 Wakeview Drive – Weeds/Grass in Beds

1171 Bedrock Drive – Dead Grass & Weeding

3489 Worthington Oaks Drive – Pressure Wash Home

1097 Moosehead Drive – Pressure Wash Driveway & Sidewalks

3438 Laurel Leaf Drive – Weeds/Grass in Beds

3055 Whispering Willow Way – Weeds/Grass in Beds

695 Timbermill – Commercial Vehicle

3071 Williamsburg Court – Pressure Wash Home

3500 Laurel Mill Drive – Replace Fence – in Disrepair

3059 Whispering Willow Way – Dead Grass & Weeding

3072 Litchfield Drive – Exterior Painting – Garage Door – Black

3056 Litchfield Drive – Basketball Goal

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 2-0, of a \$1000.00 fine being levied against each of the properties listed above.

VII. Mediation/Self-Help Recommendations

None

VIII. Policy and Regulations Document Discussion/Adoption

None

IX. Fines Appeals

Reduce Collectable Fines Amount to \$100:

1938 Woodworth Drive

On MOTION by Rosemary Pack, seconded by Robert Patton with all in favor 2-0, to forego \$900 of the fine subject to the violation not re-occurring within 24 months and paid within 30 days.

X. Community Standards Compliance Update

No items.

XI. New Business

Board Member Position – Earl Davis

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 2-0, Earl Davis to be appointed to the open position of Secretary/Treasurer.

Oakleaf West – has expressed an interest in becoming self-managed to East POA. Robert to meet with attorney Ertl on Wednesday to discuss the logistics of having two separate entities under a single, self-managed “umbrella” of resources, processes, and procedures. The two sides Association’s documents are nearly identical and the potential union would create a more cohesive community, ultimately improving owner equity across the board for all properties involved.

Jennifer Creighton – Change Employment Status and Rate

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0, Jennifer Creighton to be hired full-time at \$60,000 per year. JC will give her 30-day notice to Julington Creek immediately.

XII. Owners Comments (Time Permitting)

Orlando Ortiz – 3202 Stonebrier Ridge Drive – wanted to know where to find documents. Neighbor is having loud music until 2-3 AM. Owner was advised that the best way to report violations to the Association is to use the Violations menu on the website to find the appropriate reporting webform. Using this form will allow for improved historical recordkeeping of violations reported by owners.

XIII. Next Scheduled Meeting

Robert Patton stated that the next scheduled meeting is April 5, 2021 at 6:30 p.m. at this location.

XIV. Adjournment

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0 the meeting was adjourned at 7:25 p.m..

Robert Patton 

President, Oakleaf East POA