

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

The regular meeting of the Board of Directors of the Oakleaf Plantation West Property Owners Association, Inc. dba Oakleaf West POA was held Monday, October 3, 2022, at 6:30 p.m. in the main Oakleaf POA Offices located at 518 Hollyberry Lane, Ste 108, Orange Park, FL 32065.

Present and constituting a quorum were: Rachel Martorelli and Shiela Kerr

Rachel Martorelli President
Shiela Kerr Vice President

Also present were:

Robert Patton ARB Coordinator
Jennifer Creighton Compliance Manager
Stephanie Primm

Guests: 0

I. Call to Order

Rachel Martorelli called the meeting to order at 6:42PM.

II. Owners Comments

III. Adoption of the Current Agenda

On MOTION by Rachel Martorelli, seconded by Shiela Kerr with all in favor 2-0, the Current Agenda was approved.

IV. Unfinished Business and Adoption of the prior meetings minutes

Unfinished business – none

Approval of the Minutes of the September 12, 2022, Board of Directors Meeting

On MOTION by Rachel Martorelli, seconded by Shiela Kerr with all in favor 2-0, the Minutes were approved.

V. Financial Update

None

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

CEC – Next meeting(s) 10/10, 10/24

ARB – Next meeting(s) 10/13, 10/27

Wayne Chaput

On MOTION by Rachel Martorelli, seconded by Sheila Kerr with all in favor 2-0, Wayne Caput was appointed to the ARB committee.

VII. Homeowner Fines/Attorney Demand Recommendations

1050 Maple Ln	Missing required Oak
3517 Old Village Dr	Missing required Oak
3542 Old Village Dr	Missing required Oak
3562 Old Village Dr	Missing required Oak
3651 Middlebrook Dr	Missing required Oak
3763 Timberline Dr	Missing required Oak
3957 Leatherwood Dr	Missing required Oak
3975 Leatherwood Dr	Missing required Oak
878 Misty Oak St	Missing required Oak
894 Misty Oak St	Missing required Oak
898 Misty Oak St	Missing required Oak
1062 Maple Ln	Missing required Oak
3124 Tower Oaks Dr	Missing required Oak
3184 Tower Oaks Dr	Missing required Oak
3905 Leatherwood Dr	Missing required Oak
3514 Live Oak Hollow Dr	Missing required Oak
3595 Live Oak Hollow Dr	Missing required Oak
3716 Briar Ln	Missing required Oak
1028 Deer View Ln	Missing required Oak
3740 Briar Ln	Missing required Oak
518 Chestwood Chase Dr	Missing required Oak
703 Chestwood Chase Dr	Missing required Oak
786 Mosswood Chase St	Missing required Oak
795 Turkey Point Dr	Missing required Oak
3506 Live Oak Hollow Dr	Missing required Oak
648 Acorn Chase Dr	Tree- no ARB

On MOTION by Rachel Martorelli, seconded by Shiela Kerr with all in favor 2-0, of a \$1,000.00 fine levied against each of the properties listed above.

VIII. Mediation/Self-Help Recommendations

None

IX. Policy and Regulations Document Discussion/Adoption

Collections Policy

On MOTION by Rachel Martorelli, seconded by Shiela Kerr with all in favor 2-0 the collections policy has been adopted.

X. Discussion/Changes to Bylaws

None

XI. Community Standards Compliance Update

None

XII. New Business

Ansbacher/Christene Ertl

On MOTION by Rachel Martorelli, seconded by Shiela Kerr with all in favor 2-0 to follow Christene Ertl from Ansbacher to Fisher, Tousey, Leas, & Ball, P.A.

Estoppel and related fee update-

Estoppel Fee \$299.00, Rush Fee \$119, Late Assessment Fee \$179, Transfer Fee \$150

On MOTION by Rachel Martorelli, seconded by Shiela Kerr with all in favor 2-0 to adopt new Estoppel and related Fees.

XIII. Owners Comments (Time Permitting)

XIV. Next Scheduled Meeting

Rachel Martorelli stated that the next scheduled meeting is to be determined. at this location (Association Office – 518 Hollyberry Ln, Suite 108, Orange Park, FL 32065).

XV. Adjournment

On MOTION by Rachel Martorelli, seconded by Shiela Kerr with all in favor 2-0 the meeting was adjourned at 7:36PM.