

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

A meeting of the Board of Directors of the Oakleaf Plantation Property Owners Association, Inc. dba Oakleaf East POA, was held Friday, March 3rd, 2023, at 3:30 p.m. in the Oakleaf POA Office located at 518 Hollyberry Lane, Ste 108, Orange Park, FL 32065.

Homeowners in Attendance:

Darlene Daniels
Katherine Lane

Charles Jackson
Jr.
Rosie Richardson

Lynne Edwards
Nicki Romig

Employees Present:

Jennifer Creighton - Compliance Manager

- I. Call to Order
 - Shaunah Esteves called the meeting to order at 3:31 pm, with 3 members present for quorum- Shaunah Esteves, President, Matthew Cantwell, Vice President, and La-Kay Cicero, Treasurer.
- II. Owners Comments (limited to three minutes)
- III. Adoption of the Current Agenda
 - Matthew Cantwell made a motion to approve the current agenda. Seconded by Matthew Cantwell. Discussion, all in favor, motion passed.
- IV. Unfinished Business and Adoption of the prior meetings minutes
 - Matthew Cantwell made a motion to adopt the minutes as written for the 11/7/22 and 1/6/23 Board of Directors Meetings. Seconded by La-Kay Cicero. No discussion, all in favor, motion passed.
- V. Financial Update
- VI. Committee Updates
 - CEC- the next meeting will be held March 27th at 6:30pm
 - ARB- the next meeting will be held March 16th at 6:30pm
- VII. Homeowner Fines/Attorney Demand Recommendations
 - Shaunah Esteves made a motion to accept the list of Recommendations to send to CEC as presented for the next CEC Meeting. Seconded by Matthew Cantwell. Discussion, all in favor, motion passed.
- VIII. New Business
- IX. Owners Comments (Time Permitting - limited to three minutes)
- X. Adjournment
 - The next meeting of the BOD will be 4/7/23 at 3:30pm.
 - Matthew Cantwell made a motion to adjourn the meeting at 4:10pm. Seconded by Shaunah Esteves. No discussion, all in favor. Meeting adjourned.







2023 03 03 EAST BOD MEETING MINUTES - FINAL

Final Audit Report

2023-05-10

Created:	2023-05-10
By:	Robert Patton (robertpatton@oakleafpoa.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAoIXOMKEGayWbDIVqfSSzmfniGK2V9Y3W

"2023 03 03 EAST BOD MEETING MINUTES - FINAL" History

-  Document created by Robert Patton (robertpatton@oakleafpoa.com)
2023-05-10 - 3:14:47 PM GMT- IP address: 173.8.60.206
-  Document emailed to eastpresident@oakleafpoa.com for signature
2023-05-10 - 3:15:43 PM GMT
-  Email viewed by eastpresident@oakleafpoa.com
2023-05-10 - 3:16:00 PM GMT- IP address: 172.226.188.47
-  Signer eastpresident@oakleafpoa.com entered name at signing as Shaunah Esteves
2023-05-10 - 3:16:22 PM GMT- IP address: 173.8.60.206
-  Document e-signed by Shaunah Esteves (eastpresident@oakleafpoa.com)
Signature Date: 2023-05-10 - 3:16:24 PM GMT - Time Source: server- IP address: 173.8.60.206
-  Agreement completed.
2023-05-10 - 3:16:24 PM GMT