

MINUTES OF MEETING
OAKLEAF PLANTATION WEST PROPERTY OWNERS' ASSOCIATION, INC

A meeting of the Board of Directors of the Oakleaf Plantation West Property Owners Association, Inc., dba Oakleaf West POA, was held Tuesday, January 21, 2025, at 5:30 PM at the Oakleaf POA Offices, located at 518 Hollyberry Lane, Ste 108, Orange Park, FL 32065.

Homeowners in Attendance:

- Monica Taylor
- Linda Coulter
- Delphine Spurling-Murry

POA Employees Present

- Robert Patton – ARB Coordinator
- Stephanie Martin – Compliance Assistant

I. Call to Order

- Shiela Kerr called the meeting to order at 5:30 pm, with 3 members present for quorum- Sheila Kerr- President, William (Bill) Strunz- Vice President, and Rachel Martorelli- Secretary/Treasurer.

II. Owners Comments (limited to three minutes)

- Monica Taylor spoke.

III. Adoption of the Current Agenda

- Shiela Kerr motioned to adopt the agenda as written. Seconded by Rachel Martorelli, no discussion. All in favor, motion passed 3 to 0.

IV. Unfinished Business and Adoption of prior meetings minutes

- Rachel Martorelli motioned to adopt the minutes from the November 13, 2024, BOD Meetings as written and Annual Meetings with amendment to the Board Members with Rachel Martorelli being listed as “Secretary/Treasurer” rather than “Member at Large”. Seconded by Shiela Kerr, discussion held. All in favor, motion passed 3 to 0.

V. Financial Update & Review Proposed 2025 Budget

- Financial update regarding assessments reviewed by Board members.

- Discussion regarding return mail for assessments held. Per Robert Patton, Morgan Artis is up to date with recording assessments that come in via PayPal, USPS, or drop-off.

VI. Committee Updates

- ARB Committee: The last meeting was January 8, 2025. Next meeting will be held tentatively on February 5, 2025.
- CEC Committee- The next meeting is TBD based on Committee availability/creation.

VII. Homeowner Fines/Attorney Demand Recommendations

- None

VIII. New Business

- Standing Zoom Meeting- Rachel Martorelli motioned for Zoom meetings to be created with the link info on the agenda to be posted (by Rachel Martorelli) to the Facebook Page. Seconded by William Strunz. Discussion held. All in favor, Motion passed 3 to 0.
- Rachel Martorelli motioned for projector use during meetings as needed. Seconded by William Strunz, discussion held. Motion passed 3 to 0.
- Discussion held about West President email and phone tree access. Robert Patton confirmed Shiela Kerr has both and will make sure she can access them.
- Discussion held about possible vendor fair regarding logistics and possible committee formation in cooperation with Oakleaf East POA. Shiela Kerr will speak with Oakleaf East about possible collaboration.
- Discussion regarding CEC committee held. No determinations.

IX. Owners Comments (time permitting – limited to three minutes)

- Linda Colter spoke
- Delphine Spurling-Murry spoke.

X. Adjournment

- The next regular Board of Directors meeting is TBD for next quarter.

- Rachel Martorelli motioned to adjourn the meeting at 5:56 pm. Seconded by William Strunz, no discussion. All in favor, motion passed 3 to 0.