

Oakleaf Homeowners Association No. 1, Inc

4411 Bee Ridge Road, #561, Sarasota, FL 34233

Oakleaf HOA Board of Directors Minutes: 30 March, 2026

CALL TO ORDER: The meeting was called to order by Pat Bucholtz at 6:00pm

DETERMINATION OF QUORUM: A quorum was established with 100% attendance.

Board Members	Position	Present
Pat Bucholtz	President	Yes
Phyllis Elsishans	Vice President	Yes
Steve Walker	Treasurer	Yes
Dan Purcell	Director	Yes
Joy VanDeMortel	Secretary	Yes
Subdivision Attendees: 0		

Approval of Minutes: Approval of 23 February, 2026 Oakleaf HOA Board of Directors meeting minutes: Joy made a motion to approve the minutes, Steve seconded the motion and all were in favor; the motion passed.

Reports:

Treasurer's Report

- \$107,429 in operating budget; \$115,967 in replacement budget; \$223,406 in cash.
- Total Year to Date \$1,946 better than forecast.
- Landscape \$1,722 below plan; Common Area Maintenance \$175 over plan; Tax preparation increased from \$250 to \$300.
- New budget line set up for the Website costs.

Action:

- Steve will contact the accountant to inquire about the software a HOA of our size should have.
- Steve proposed the procurement of a laptop computer for portability, storing financial data and other pertinent HOA business information.

Motion: Joy made a motion to approve the financial report, Pat seconded the motion and all were in favor; the motion passed.

Unfinished Business

- Renter info on 4756 Old Stone Road: Julie Santelli and Gary James.

- The rental information package was missing the State Criminal Report and is incomplete. The homeowner will be notified and asked to provide completed documents.
- Renter info on 4920 Old Oakleaf: the tenants have moved out.
- Website update: Oakleaf covenants will be scanned and made available on the website; meeting minutes will be approved by the board prior to posting on the website; 'auto notification' messages to homeowners who have registered on the website when a new document is available, will be explored with GoDaddy.
- Paper records more than 7 years old will be carefully reviewed; only documents that are not legally required to be kept will be shredded; this will be an annual exercise.

New Business

- Update on irrigation system: Jim Price has made repairs to the irrigation system and all systems are working.
- Proposal to replace the sod on two islands, and mulch to five islands and trim dead palm fronds was \$2,240

Motion: Phyllis made a motion to approve the proposal received in the amount of \$2,240, Steve seconded the motion and all were in favor; the motion passed.

- Voting on best yard award: several homes were nominated; there was a tie between two homes and the final winner determined by a coin toss was 4907 Old Oak Creek Drive. The homeowner will receive a \$25 Home Depot gift card and the 'Best Yard Award' sign will be posted in the front yard.
- American flag donation for front entrance: Pat will investigate the cost of a flagpole and installation on the Oakleaf sign at the entrance on Reno; the flag will be illuminated. Pat will also investigate the cost of adding an outlet near the tree with the security camera so that it can be converted from battery to electric operation, for reliability purposes.
- Estoppel letter for sale of 4900 Old Oakleaf; the fee of \$200 was charged.

Modification Requests:

- N/A

Owner's Comments: N/A

Next Meeting Date:

April 13th 2026 at 6:00pm, at the Gulf Gate Library Upstairs Conference Room,
7112 Curtiss Ave, Sarasota FL 34231

Adjournment: Phyllis made a motion adjourn; Steve seconded the motion and the meeting ended at 6:41pm.

NOTE: Homeowners who have any questions and/or suggestions are encouraged to bring them to the next HOA Board Meeting.

OAKLEAF HOA