

**Lake of the Woods of Jacaranda  
Special Board Meeting, Thursday, 10 March at 1:00 PM  
Keyes-Caldwell, 1161 Indian Hills Blvd, Venice, FL**

Purpose of Special Meeting: Workshop and Orientation for 2016 Board Members

AGENDA

1. Meet Keyes staff and become familiar with their areas of responsibility
2. What Keyes does and does not do regarding our relationship
3. Board member functions and assigned tasks
4. Monthly meeting dates and times for 2016
5. Communications process with internal board and residents
6. Contractor(s) review and oversight
7. ARC process
8. Violations, reporting and monitoring