

Block Captain Duties are as follows:

- 1) Distribute all newsletters and other information from the RFCA Board members to those living on your block.
- 2) Serve as the "Welcome to the Neighborhood" contact for all new residents on your block, and provide them with a hardcopy of the "Welcome Letter" the first time you meet them.
- 3) Serve as the contact person for your block for all security issues in coordination with Dick Swan, who is the Security Coordinator for the RFCA.
- 4) Other duties as requested by the RFCA Board.