

BLOCK CAPTAIN PROGRAM

River Oaks subdivision would like to utilize a Block Captain system as a way to better coordinate neighborhood efforts within the subdivision. The subdivision is divided into 22 areas. The plan is to have a representative from each area serve as a Block Captain with efforts coordinated by the Block Captain Coordinator(s), in which at least one coordinator serves as a member of the board.

What is a Block Captain?

A block captain (sometimes called a block contact) is a volunteer who represents an area of the subdivision serving in a variety of capacities as well as a liaison between the River Oaks Homeowners Association Board of Directors and the residents of their assigned area.

Duties of Block Captains

Below are some of the duties they are responsible for:

1. Identify new neighbors moving into the subdivision so that the association records are updated and the new homeowners may be welcomed to our neighborhood. Make them aware that a lot of information about our subdivision is available on the web site: <http://www.riveroaksestates.org/>
2. Assist with distribution of a Welcome Packet and offering assistance with general community information, such as the St. Tammany Parish Sheriff's Office, Animal Control, School Information, etc., which can be found on our subdivision website at: <http://www.riveroaksestates.org/documents-forms/links/>
3. Identify those families that are leaving the subdivision and notify GNO by contacting DJ Audibert at dj@gnoproperty.com so that records may be updated.
4. Encourage homeowners to complete and keep current a Family Data Summary sheet (Phone numbers, email addresses, etc.) to ensure timely receipt of subdivision communication, such as e-mail notifications from GNO.
5. Ensure when association information is published that all residents in their area are informed.
6. Provide input in planning social activities and soliciting other neighborhood volunteers.
7. Assist with decorating the subdivision entrance for various holidays, such as Easter, Fourth of July, Thanksgiving and Christmas.
8. Share information from their block with the subdivision board of directors or committees of the subdivision as needed.

If you are interested in being a block captain, please contact Annette Curren at [**annettecurren@charter.net**](mailto:annettecurren@charter.net)