

President Role

president@denverbridge.org

- Run meetings
 - Minimum of 11 per year
 - Write Agenda
- Sign Contracts
- Appoint and consult with Legal Counsel
- Appoint Committees
- Sign Insurance Policy
- Liaison between Region 10 Rep and Unit 361
- Tournaments
 - Coordinate with Directors at Sectional/Regional/IN Tournament
 - Announcement
 - Award presentations
 - Identify director for Regional, Sectional and IN Tournaments
 - Locate and secure playing sites
 - Regional liaison between Region 10 and Regional Chairs
 - Sign RTP for Regional
- Signer on Bank Account
- Field and resolve complaints from membership
- Locating and securing playing sites
- Oversee others' assignments such as:
 - Hospitality
 - Tournament Chair
 - Front Range Challenge
- Monitor denverbridge.org emails
- Approach prospective board members about serving on the board
- Coordinate candidate interviews for elections to Region 10 and National Board
- Write articles for Table Talk and Daily Bulletin
- Approve correspondence to unit membership (along with Secretary)
- Familiarize new board members with their duties
- Complete ACBL Election Form after the annual election of officers
- Make sure role document is updated yearly

Author/Revised by

Date

Julie Clark

March 30, 2023

