

## By-Laws – 3.5 HISTORIAN

The Historian shall be responsible for obtaining pictures and articles pertaining to Club activities and shall complete a Club Scrapbook that can be displayed at Club events. The Historian shall also be responsible for obtaining extra copies of the Club Newsletter to be kept on file.



## Historian Guidelines

### Monthly Newsletter

Obtain a copy of each for the archives (should include minutes, ballots, etc.). If special editions of the newsletter are printed, those should also be obtained.

### Membership Directory

Obtain a copy of each year-end version

### By-Laws

Obtain a copy of each year-end version

Note: rubber band each year of the Newsletter, Directory and By-Laws together inside the Historian Tubs

### Obtain copies of Annual Club Memorabilia

NCCC Travel and Cruiser patches also other patches such as convention, club anniversary, etc.

### Solicit Photos

For use in the Club Scrapbooks from members and/or print copies if digital copies are provided. There is no real guideline for which photos or whose, that is pretty much up to the Historian. With so many repetitious events like the SWR NCCC events and the many Weekend Car Shows, it is tempting to not post from each event however, those Members expend lots of money participating and representing Cowtown.

Bottom-line: Your judgment will have to guide you on what photos to include and which to exclude.

### Track History:

- Our Club:
  - Elected Officers (post at front of each year's scrapbook)
  - Chairpersons (post at front of each year's scrapbook)
  - Committee Lists (post at appropriate location within each year's scrapbook)
  - Club Sponsors (post at front of each year's scrapbook)
  - Charity Accomplishments (which charities but not \$ amounts) – post towards the end of each year
  - Our NCCC Annual Event (post with the event photos)
    - The NCCC Chairperson, Event Chairpersons and Functional Chairpersons
    - The Number of Events & Entries
    - Track Map / Layout and/or other diagrams that might be of interest
    - The Event Flyer
    - Impacts to the Event (i.e. natural disasters, bad weather, heat, etc.)
  - Our Annual Car Show (post with the event photos)
    - The Committee List
    - Recap Number of Entries, the MC and any other significant information
    - The Event Flyer
    - Impacts to the Event (i.e. natural disasters, bad weather, heat, etc.)
- Industry News: (post throughout the year – best if chronologically placed)
  - *Corvette* News
    - New Models, changes, special editions, prototypes, etc.
    - *Corvette Racing* News and the Team's accomplishments
  - *General Motors* Major Announcements (i.e. Anniversary, Plant Info, etc.)
  - *National Corvette Museum (NCM)* news that might be of interest

- **Members:**
  - New Members (post names of new members – either scatter in by month or at year end)
  - Number of Club Members at year-end (Primary, Secondary and Dependant counts) – post at the end of each year)
  - Annual Cowtown Award Winners (post info with the event photos or towards the end of each year)
  - NCM Vette Deliveries by Members (post info with the event photos)
  - Members Weddings (post where best fits chronologically)
  - Deceased Members – obituary and any information (post where best fits chronologically)
- **National & World News:** some ideas might include significant news relating to the President of the US, the start or end of a war, natural disasters, or disasters which impacted our Club Members, their families or even SWR Clubs.
- **NCCC:**
  - List of National Officers (post where it best fits)
  - Clubs in the Southwest Region (post where it best fits)
  - *National Convention* Info (i.e. flyers, track maps, memorabilia, etc.) (post with the event photos)
  - *Convention:* Members Participating & Accomplishments (post with the event photos)
  - *Convention:* Newsletter & Website Contest Accomplishments (post with the event photos)
  - *Southwest Region Competition:* Our Club's Accomplishment (post at the end of Competition Season)
  - *Southwest Region Competition:* Our Club's Top Men & Women (competitors) (post at end of Comp. Season)
  - *National Competition:* Our Club's Accomplishment (post at the end of each year)
  - *National Competition:* Our Club's Men & Women in Top 50 (post at the end of each year)

### **Club Scrapbook/Photo Albums Maintenance:**

- These should be up-to-date at Calendar Year-End at Minimum and should be available at any major club function (i.e. anniversary parties, annual banquet, maybe even a few at club meetings)
- There are many Pros & Cons to how these are updated – here are a few thoughts...
  - *Parties:* tough to coordinate and get good participation on the activity. History has shown that several members show up but few actually work – very tough to coordinate the posting of information into a single year's scrapbook for more than a few people.
  - *Small Groups:* better but still tough to coordinate postings.
  - *By the Historian:* easiest to coordinate but lots more time is invested by the Historian.
- The Scrapbooks should include any image/photo CDs/DVDs.
- Scrapbooks / Albums – you do not have to start off in a new book each year – these books are expensive!
- History shows that the club has typically spent \$60-\$110 annually to maintain history.

### **Club Historian Items:**

- Several tubs of Photo Albums and Scrapbooks from 1974 to present.
- Boxes of Club Newsletters, By-Laws and Directories.
- Sony Digital Camera (old) – uses 3-1/2" diskettes as the media.
- Two pair of design cutting scissors.
- Stapler
- Various Scrapbooking Materials which might include glue, photo corners, sheets of club logos, holiday images, etc...