

HISTORIAN

The duties of the Historian shall be:

- A. Serves as member of Executive Board.
- B. Attends all Executive Board, and Annual Meetings.
- C. Keeps the history/scrapbooks up-to-date.
- D. Secures permanent site for scrapbook (Assistant Dean's Office).
- E. Takes photographs and prepares news articles of all activities of Association.
- F. Shares the history/scrapbook with members at annual business meeting.
- G. Shares the history/scrapbook with Public Relations Chairman for printing in newsletter when necessary.
- H. Prepares budget for office and presents to Finance Committee at appointed time.