



Austin Square and Round Dance Association

www.asrda.org

HISTORIAN CHAIRMAN

The Historian is admitted FREE to all ASRDA Dances. If a member club requests that the Historian attend a special club function for the purpose of taking photographs, the Historian should be allowed to be admitted without charge.

1. The Historian has the duty of maintaining a historical record of the Association. The primary medium through which this will be accomplished is the maintenance of scrapbooks of photographs and news clippings. The following tasks are involved in carrying out this function:
 - a. Taking photographs at Association dances, meetings and special functions of member clubs.
 - b. Collecting photographs of special dances from club historians/officers.
 - c. Putting the photographs in an album, labeled with date, names and places.
 - d. Collecting news clipping and placing them in the scrapbook.
2. The Historian will prepare and display a picture board of current ASRDA Officers at ASRDA Dances, State Festivals and National Conventions, if possible. The current and other selected albums/scrapbooks shall be displayed with the picture board. In the event the Historian is unable to attend an ASRDA Dance, he will advise the President in a timely manner, so that other arrangements can be made.
3. A file of issues of the RCS will be maintained. A complimentary copy of the RCS will be provided for this purpose. Advise the RCS Circulation Officer of current historians address.
4. The outgoing and incoming Historian would work together at the Installation Dance. Normally, photographs of all new officers are taken at this dance.
5. The Historian shall have a budget for the purchase of photographic supplies and developing pictures. The budget would be adhered to unless a deviation is authorized by the President (within limits set up in the ASRDA Constitution) or voted by the Association Delegates. All receipts for expenditures must be turned into the Treasurer for reimbursement.
6. Copies of selected photographs of Special ASRDA Dances, Association Events and local news clippings of state wide interest may be sent to the TSFSRD Historian. All items should be properly captioned with names, dates, event, etc. The TSFSRD Historian Address may be gotten from the President.
7. ALWAYS HAVE YOUR CAMERA WITH YOU AT ASSOCIATION FUNCTIONS.

If needed, this chairperson may form a committee to carry out the functions of Historian.

Your attendance is requested at all Association Dances and Meetings.

As an ASRDA Appointed Officer you should wear your official ASRDA outfit to any graduations, installations or anniversary dances that you attend. Check your RCS for other times to wear your outfit as listed.