

Historian Procedures

1. Purpose: To outline the basic duties of the club Historian.
2. Scope: The historian is charged with noting certain events throughout the year that are of interest to the club and its members.ⁱ
3. Procedure:
 - a. The historian gathers eventful information, either by personally attending the clubs activities or through 3rd person accounts. The historian shall write a column in the Drifter, a publication by the club. Currently historical reflections of past events have been in a regular column called Drifting Back.
 - b. The historian shall record events and activities that are of interest to the members being either entertaining or important to the clubs history.
 - c. The historian shall identify important documents and photos of the clubs activities and should also make corrections as necessary to such items for historical purposes.
 - d. Such historical information shall be kept in a manner that it can be accessed or transferred to a successor. This history shall be maintained as long as the club exists.
4. Succession
 - a. The historian shall work with a newly appointed historian to help them become familiar with the methods of gathering historical information.

ⁱ Where it is written club or Clubs' it is intended to mean SVR or Sacramento Valley Region