



## *Northern Division*

---

THE PURPOSE OF THE HISTORICAL COMMITTEE SHALL BE TO:

1. COLLECT, COMPILE, AND PRESERVE ALL INFORMATION REGARDING THE PAST ACCOMPLISHMENTS OF THE DIVISION FOR MAINTENANCE IN AFSS ARCHIVES.
2. PRESENT INFORMATION TO THE GENERAL MEMBERSHIP, UPON REQUEST, IN A NOTEBOOK FORMAT.
3. MAINTAIN OFFICIAL AFSS ARCHIVES AND SERVE AS THE CENTRAL SOURCE AND READY REFERENCE FOR ALL AFSS RECORDS.
4. MAINTAIN COPIES OF MINUTES OF ALL GENERAL MEMBERSHIP AND EXECUTIVE BOARD MEETINGS.

THIS COMMITTEE SHALL ACCOMPLISH THESE GOALS BY:

1. Compiling data, photographs, and any other information pertinent to the activities of the Division during each Executive Board's term of office by networking with each Committee Coordinator.
2. Assuring that those materials, which may be suitable, are maintained in a notebook format and are, maintained in a current status should the Executive Board request presentation at General Membership meetings or seminars/workshops/conferences.
3. Maintaining all other items presented to the Historical Committee for preservation and future reference in archival form during each Executive Board's tenure and be readily available as a reference source.
4. Maintaining an official listing of all honorariums granted by the Division.
5. Maintaining a sample of Division pins, pendants, etc. and displaying at Conferences and meetings, as requested by the Executive Board.
6. Serving as Division photographer, thereby assuring a photographic history of events.