



HISTORIAN-LIBRARIAN

The historian-librarian shall receive, collect and file information relative to activities of the club in a suitable book. Create an appropriate book to represent the entire club's history for the current year. Save pictures and clippings relating to monthly club activities to be included in the scrapbook.

- The historian needs to request a budget each year for printing the book.
- Currently, the book is archived at the Traverse Area District Library. The historian should periodically check with the library on how information should be archived.
- The historian will be responsible for obtaining the "Past Club President" pins for presentation by the incoming president. "Past Club President" pins are purchased from National Garden Clubs, Inc.
- The historian shall also work with an appropriate person involved to determine a suitable garden-related gift or honorarium to honor a retiring president (\$50), deceased member (\$100), or member's spouse (\$50); and if necessary, ask for board input.
 - If a book is to be given to the Traverse Area District Library as an honorarium, the item must be ordered and presented to the library with a copy of the library's submission form. A letter should be sent to the member or family of the deceased indicating the selection and noting that it is currently in the library.
 - If an honorarium is to be given to an organization, notify the president of the member or of the family's wishes and then notify the treasurer of the member's name being honored or remembered; and the treasurer will send a check to the appropriate organization.