

HISTORIAN

Charge

1. To preserve the historical records of KSRA

Duties of the Chair

1. To collect all awards received by KSRA and place in the KSRA Archives (Archives are stored in the KSRA storage area in State College, PA.)
2. To collect photographs representing a variety of KSRA events and place in the KSRA Archives
3. To collect a variety of annual conference memorabilia (e.g., preliminary program, program, etc.) and place in the KSRA Archives
4. To keep a copy of each Keystone Reader and place in the KSRA Archives
5. To prepare an annual report and submit a copy for file with the secretary (Bylaws Article VI, Section 12) and more frequently if requested by the president