



## **History Committee Description**

### **Purpose:**

This Committee is to foster and record the History of our Association and its membership. To collect and preserve the history and heritage of the Association and its members.

### **Time Commitment:**

The Committee only when meetings are needed, usually around History Book updates. The Committee could meet either during conferences or at Association Headquarters. Most meetings are done by email or phone.

### **Responsibility & Procedures:**

- To encourage members to submit photos and other documentation of projects, failures, successes, disasters, recognition and awards.
- To accumulate information in order to update the Association History Book

### **Support:**

Association staff assists the Committee with the following task, accumulate submitted photos, documentation, etc. and at the time of the History Book update, provide coordination and assistance for layout printing and circulation.

### **Chair:**

Don Higgins, Livingston County (Retired)

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