

DUTIES OF CHAPTER HISTORIAN

The Chapter Historian shall:

1. Maintain the Chapter History. It is recommended that the Chapter Historian collect newspaper clippings, photographs, etc. for use in maintaining the Chapter Scrapbook, if the Chapter maintains one.
2. Coordinate with the Chapter Chaplain and Chapter Secretary on recording the biographies (and submission of the Obituary reports) on deceased Chapter members.
3. Prepare and send Chapter news to the Editor of the TNSSAR **Reveille** and the editor of the **SAR Magazine** as required. Please note: many Chapters assign this duty to the Secretary or the President.
4. Send to the TNSSAR State Historian the Chapter Annual report not later than 15 March of each year.