DUTIES OF THE HISTORIAN

historian@smocking.org

Overview: The role of the Historian is to maintain and update all historical records of SAGA to accurately preserve SAGA's history for future generations of members. During the course of service to SAGA as Historian you will be in possession of proprietary SAGA information, which is to be kept in confidence both during and after your SAGA service.

• SAGA Board Relationship
  • Facilitate the preservation and protection of articles of interest, heirloom clothing and items, copies of SAGANews, and other items deemed appropriate for preservation by the SAGA Board and/or SAGA Historian
  • Collect and store in archival-quality sleeves all copies of SAGANews and all brochures from annual national conventions
  • Maintain other pertinent records from national conventions, i.e. copies of Design Show programs
  • Maintain a set of The Smocking Arts magazines with the historical materials
  • Maintain pictures and slides from national conventions in archival-quality notebooks or containers
  • Properly store SAGA videos, books, and computer disks that have been selected by the SAGA Board of Directors
  • Review materials that are deteriorating; make recommendations to SAGA Board as to restoring or disposing of items
  • Maintain contact with Middle Tennessee State University concerning the SAGA archives; currently we archive 13 heirloom items, the maximum allowed to us by the University
  • Update, unless otherwise directed, the SAGA Glossary of Smocking and the SAGA Glossary of Heirloom Sewing and Fabric, every two years (odd years)
  • Research and answer inquiries concerning SAGA history

• Communications
  • Maintain communications with the Board and fellow SAGA members to progress SAGA business
  • Provide a Board report to the Secretary by the 5th of the month stating:
    • Any additions or changes to the collection
    • Other activities of historical nature