THE AMERICAN LEGION

AMERICAN LEGION | BE THE ONE

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# History Book Timeframe

- One year
- Installation of officers to next installation of officers
- (NO Perfect Book) Although there is nothing wrong with striving for perfection!)

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# Where Do You Get the Information?

Individual Members Report

Checkbook Records

Phone Members

Meeting Minutes

Post Calendar

News Clippings

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# The Historian Competition

## What You Need To Keep In Mind

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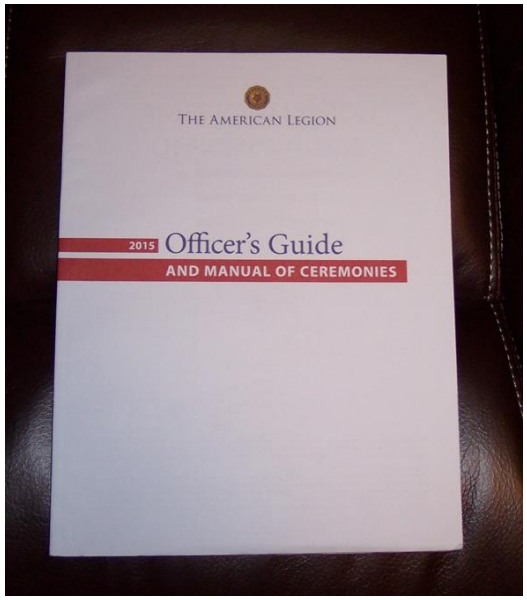
# Locating the Guidelines




Check for Most current version at [www.legion.org](http://www.legion.org)

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# Be Creative

The Judges have optional points that they can award for items that are especially attractive or useful.

So please:

THINK OUTSIDE of the box!

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# Make Sure Pictures Are Clear

- Crop Pictures
- Avoid Beverages or Cigarettes
- Don’t paste too close to center of the book

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# Use the K.I.S.S. Method

- DON'T distract the viewer!
- Only three or four photos per event (recommended)
- Leave items of no significance out!!!
- You can add the "Fluff" back into your book when it's returned from the competition.

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# Make Sure You Follow The Rules

For the

**Yearbook/Scrapbook Contest**

Follow the rules/guidelines as stated in the Officer's Guide

The Judging break out is as follows:

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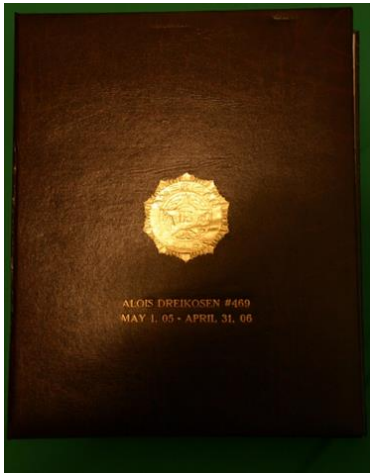
# Part 1: Format – Total 40 Points

**Cover (5 points)**

- Size 12x15 max.
- Legion Emblem Centered Left to Right
- Name and Number of Post
- Volume and number if Needed
- Bindery



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# Part 2: Account/Readability (40 points)

## Arrangement (20 points)

- Systematic and Logical
- Chronological Order
- Easy for Reader to Follow

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# Part 2: Account/Readability (40 points)

## Identification (10 points)

- Who – (use full proper name)
- What
- Where
- When
- Identified Left to Right & Front to Back
- Large groups don't need Identification

PNC Dan Dellinger (Left) and PNC Tom Bock discussing Boys Nation upcoming events at Dyer-Gunnell Post 180's Boys Nation Staff Dinner on July 25, 2023.

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# Part 2: Account/Readability (40 points)

## Clear Cut Photo (10 points)

- Clear and Sharp
- Blurry or fuzzy will distract
- Proper arrangement

Example of very bad photo!

Please edit your photos!!!

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# Part 3: Judges Option/Originality (10 points)

**Originality (10 points)**

- Different in thought
- Different in Presentation

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# Part 3: Judges Option/Originality (10 points) (Continued)

- Items not readily cataloged under other headings
- Features that make the book more useful
- Inaccuracies will have a disqualifying effect

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# Scoring

- If an item is in the book, you can not give the book a zero (0) for that item
- EXCEPT…,
- JUDGES points start at zero…!

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# Any Questions About the Yearbook/Scrapbook?

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# Narratives

- Some items are the same as yearbook, others are very different.
- Re-examine the outline using the standards as a checklist before submitting your entry.

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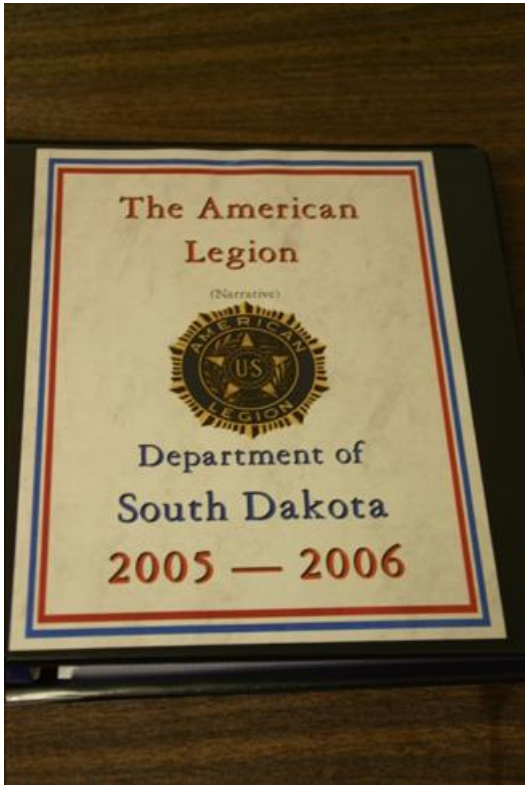
# Part I – Format (Total 40 points)

## Cover (5 points)

- Standard 3 ring binder for 8 ½ x 11 paper
- Legion Emblem
- Name and Number of Post
- Volume Number if needed
- Not to exceed 3 inches front to back

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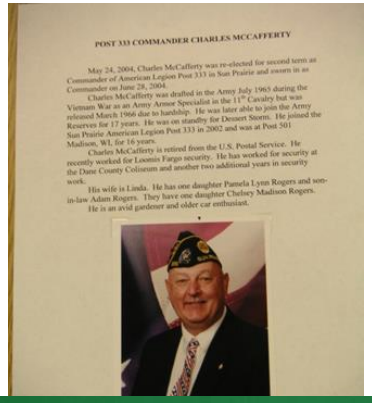
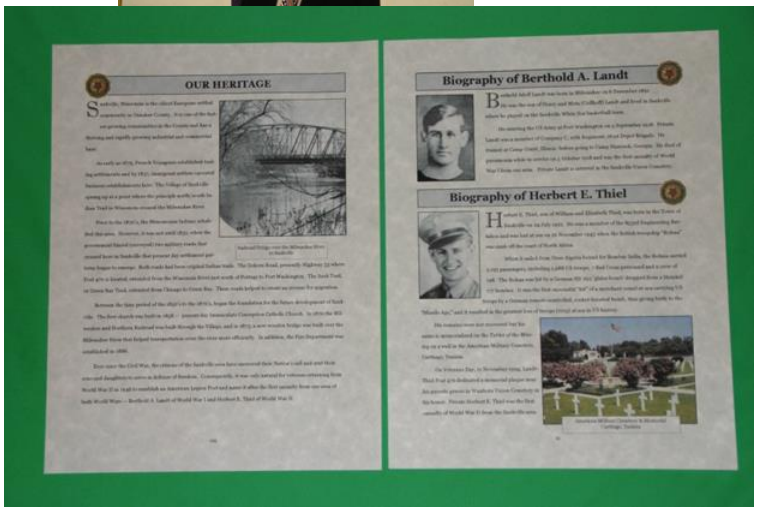
# Part I – Format (Total 40 points) (Cont.)

## Introduction (5 points)

- Formation of National and Department
- How Post name was selected
- Brief resume of the community
- Post Home information
- Post Officer background

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# Part I – Format (Total 40 points) (Cont.)

## Index (10 points)

- Alphabetical index of
- Names
- Places
- Events

- After the APPENDICES

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# Chapters

## Chapter 1- Roster of Post Officers

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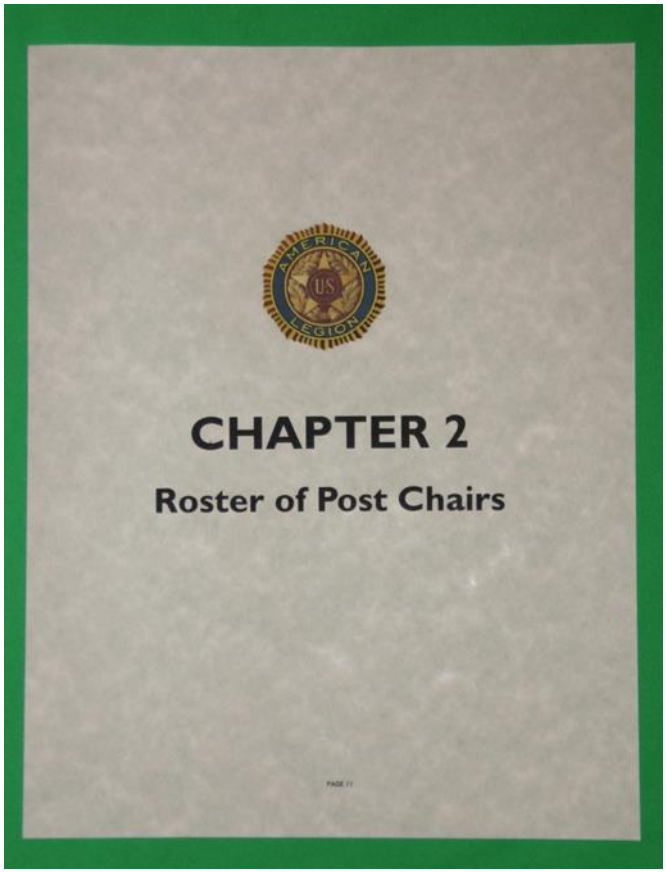
# Chapters

## Chapter 2- Roster of Post Chairs



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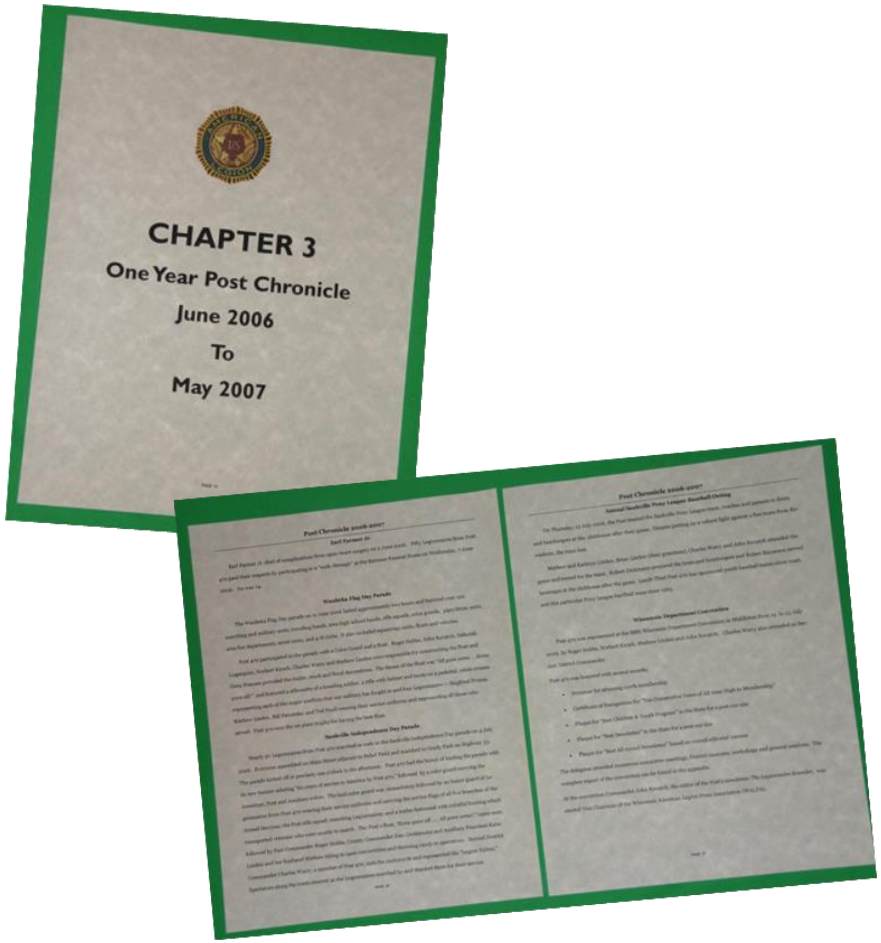
# Chapters

## Chapter 3 – One-Year Post Chronicle




Use minutes of meeting for information

No photos or newspaper articles

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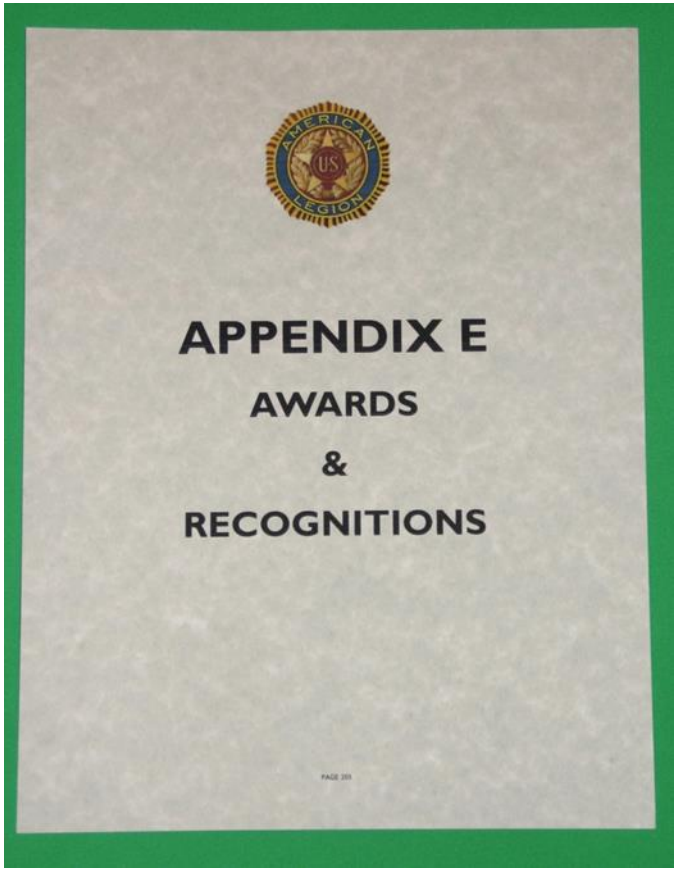
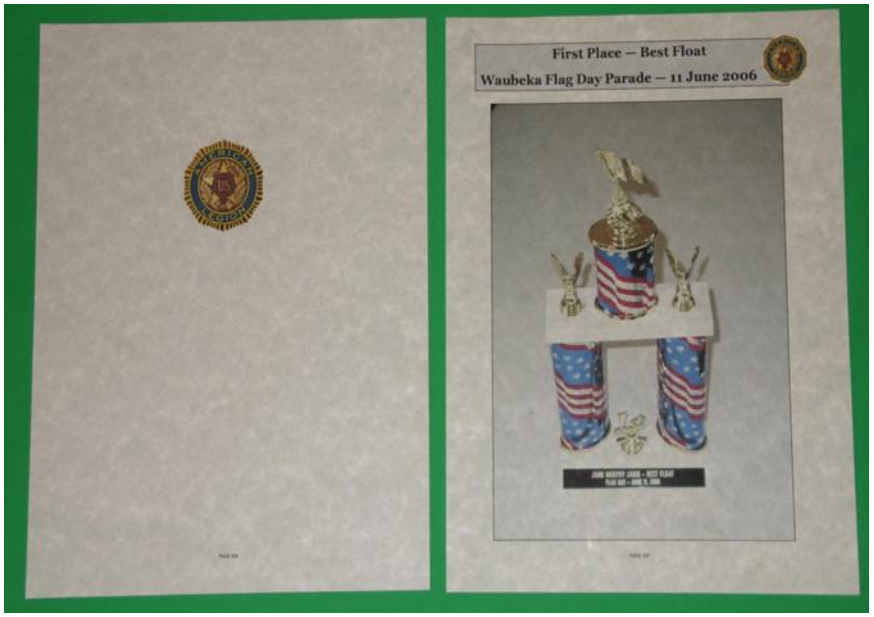
# Appendices

## Citations and Awards

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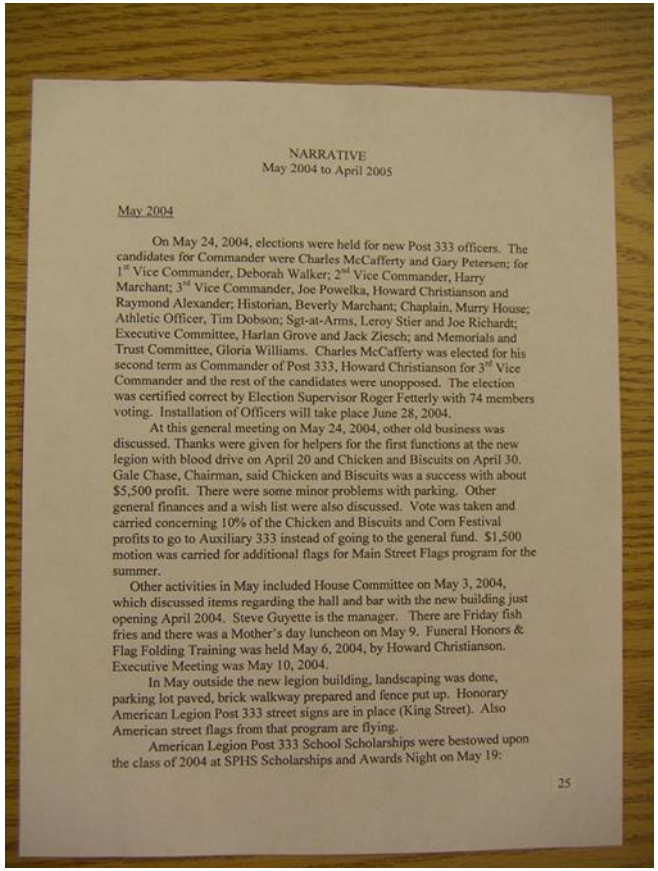
# Part II – Graphic Account/Readability
## (30 points)

- Narrative not statistical style
- Pleasing to general reader
- Write in third person
- Chronological / detailed account
- No analysis or interpretation



NARRATIVE
May 2004 to April 2005

May 2004

On May 24, 2004, elections were held for new Post 333 officers. The candidates for Commander were Charles McCafferty and Gary Petersen; for 1st Vice Commander, Deborah Walker; 2nd Vice Commander, Harry Marchant; 3rd Vice Commander, Joe Powelka, Howard Christianson and Raymond Alexander; Historian, Beverly Marchant; Chaplain, Murry House; Athletic Officer, Tim Dobson; Sgt-at-Arms, Leroy Stier and Joe Richardt; Executive Committee, Harlan Grove and Jack Ziesch; and Memorials and Trust Committee, Gloria Williams. Charles McCafferty was elected for his second term as Commander of Post 333, Howard Christianson for 3rd Vice Commander and the rest of the candidates were unopposed. The election was certified correct by Election Supervisor Roger Fetterly with 74 members voting. Installation of Officers will take place June 28, 2004.

At this general meeting on May 24, 2004, other old business was discussed. Thanks were given for helpers for the first functions at the new legion with blood drive on April 20 and Chicken and Biscuits on April 30. Gale Chase, Chairman, said Chicken and Biscuits was a success with about $5,500 profit. There were some minor problems with parking. Other general finances and a wish list were also discussed. Vote was taken and carried concerning 10% of the Chicken and Biscuits and Corn Festival profits to go to Auxiliary 333 instead of going to the general fund. $1,500 motion was carried for additional flags for Main Street Flags program for the summer.

Other activities in May included House Committee on May 3, 2004, which discussed items regarding the hall and bar with the new building just opening April 2004. Steve Guyette is the manager. There are Friday fish fries and there was a Mother's day luncheon on May 9. Funeral Honors & Flag Folding Training was held May 6, 2004, by Howard Christianson. Executive Meeting was May 10, 2004.

In May outside the new legion building, landscaping was done, parking lot paved, brick walkway prepared and fence put up. Honorary American Legion Post 333 street signs are in place (King Street). Also American street flags from that program are flying.

American Legion Post 333 School Scholarships were bestowed upon the class of 2004 at SPHS Scholarships and Awards Night on May 19:

25

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# Part III – Illustration
## (10 points)

**Arrangement (5 points)**

All photos identified

- Who – (use full proper name)
  - What
  - Where
  - When
- Identified Left to Right
  - Front to back

- Check for relation to text

**Clear- Cut Photo (5 points)**

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# Part IV – Judges Option
## (10 points)

- Items not cataloged under other headings
- Features that make the book more useful
- Inaccuracies will have a disqualifying effect

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# Questions?

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