

Guidelines For Writing A Chapter History

A Chapter History begins with the Installation of the new Worthy Matron and her officers. It can be written as a form or a narrative summary, depending on the events that have taken place in your chapter during the year. It should contain the newly installed officers for the year, the date of Installation, theme, colors and the Worthy Matron and Worthy Patron's fun emblems. It might also contain:

- New members initiated, affiliated, or those who have taken plural membership
- Members who have demitted or passed away
- Charities donated to and projects used to raise money
- Members honored by the Grand Family such as a Grand Officer, Grand Representative, Deputy Instructor, committee appointments or any other honors
- Official Visit and whether it was alone or with another chapter

Other items of interest for your Chapter History are things that have happened during the year such as:

- A picnic or other get-togethers or social events
- Special entertainment
- Special Honor Nights or Friendship Nights
- Visits to other Chapters
- Charity or community service projects
- Something funny or special that may have happened during a regular Chapter Meeting

The chapter history ends with the last meeting of this Worthy Matron's term even though Grand Chapter isn't until June. The next installation begins the new chapter year and thus the process is started again.

Anything that makes your chapter unique or special should be included in your history so that when your 75th, 100th or any other special chapter year rolls around, the members can look back and remember.

Respectfully submitted,

Approved:

Dottie Burrell
Grand Historian
2013 - 2014

Stephanie Hoye
Worthy Grand Matron
2013 - 2014