

## **PHOTOGRAPHER**

1. Attend all executive board meetings and the convention.
2. Use 35mm color film or digital media to make pictures of everything except those pictures for the newspaper. (4/16/05).
3. Take pictures at all meetings and at the convention. Be sure to include pictures of the opening session, the registration area, the political rally, the tour buses, all guest speakers, the old officers, the banquet, the Saturday morning session, the book discussions, the workshops, the contest winners, the new officers, etc. (2/18/2000)
4. Send processed photographs taken at executive board meetings to the historian for the scrapbook. (2/18/2000)
5. Present any bills to the president at the Friday morning executive board meeting at the convention. Remember to attach a completed voucher form to each bill.
6. Make copies of a written report to be presented at the executive board meetings: one for the president, one for the secretary, one for the reporter, one for the Student Relations Committee chairman, one for the executive secretary/liaison, and one for your files. (3/5/99)
7. Take a picture of the new officers at the Saturday executive board meeting, if not before.
8. Send the processed photographs of convention activities to the new historian for the new scrapbook.

Revised April 16, 2005