



## Preserving Lodge History: Assembling Artifacts

### *Resources for Preserving Local Order of the Arrow History*

#### **Overview:**

“the more you have, the more you know” is a familiar saying, yet this could not apply better to the process of documenting your lodge history. There are three key areas of focus- developing comprehensive lists, gathering memorabilia, and conducting proper documentation. Concentrate on collecting and cataloging both physical and digital copies of items. When originals are not available, try to obtain copies. As you search for items, consider council repositories, veteran Scouters, Arrowmen and Troop leaders. The process of creating and writing a lodge history is supposed to be an exciting adventure.

#### **Comprehensive Listings: (with dates when appropriate)**

- ◇ Detailed listing of Lodge Chiefs
- ◇ Detailed listing of Lodge Advisers
- ◇ Detailed listing of Lodge Vigils \*\*
- ◇ Detailed listing of Lodge Founder’s Award recipients\*\*
- ◇ Detailed listing of Lodge Distinguished Service Award recipients\*\*
- ◇ Listing of any of the above if joined lodge, but earned/awarded in another lodge
- ◇ Detailed history of Lodge by year (*event date and information, memorabilia scans*)
- ◇ Detailed listing of Lodge family tree - Predecessor lodges that existed within the current council boundaries. (*include Council merger history as appropriate*)
- ◇ Section Conference host dates, themes and awards earned/bestowed
- ◇ Complete listing of National and Section Officer’s from Lodge
- ◇ Comprehensive listing of localized recognition awards. (*bead/feather systems, elengomat recognition, Arrowman of the Year, etc.*)
- ◇ Biographies (*including pictures*) of all above people

\*\*May be available via BSA National office. Email [Lodge\\_History@email.oa-bsa.org](mailto:Lodge_History@email.oa-bsa.org) with lodge request

#### **Memorabilia:**

- ◇ Comprehensive patch history listing (*with photographs*)
- ◇ Important items of memorabilia including:
  - Patches
  - Neckerchiefs
  - Mugs
  - T-Shirts
  - Bolos
  - Hats
  - Totem / Caldwell pins
  - Cloisonné pins.

#### **Documentation:**

- ◇ Photographs from events
- ◇ Original Charter
- ◇ Annual Charters
- ◇ Copies of LEC meeting minutes
- ◇ Copies of Lodge bylaws to present
- ◇ Lodge annual directories
- ◇ All past Lodge newsletters and screen captures of website
- ◇ Newspaper articles; especially those that document service by lodge
- ◇ Copies of old lodge stationery and lodge made membership cards
- ◇ Testimonials from Arrowmen on lodge, chapter and council involvement
- ◇ Council camp(s) history and information