Camp Scrapbook Responsibilities

Introduction
The camp may want to document their yearly activities by keeping a scrapbook. The scrapbook may contain copies of programs, photos and newspaper articles, etc. Camp scrapbooks or history books are for the benefit of the camp. It may be displayed at meetings, socials, or as desired by the camp. Keeping previous scrapbooks is at the discretion of the camp or camp officers. It is recommended that scrapbooks be digitalized as a permanent history of the camp. The digitized copy should follow the camp. If the camp disbands, the digital copy should be turned over to the company. It is recommended when discarding scrapbooks, shred personal information such as names and addresses. Camp scrapbooks are not retained at the ISDUP.

Summary of ISDUP Bylaws
This is an appointed position.

Responsibilities
1. Take Photos at Camp Events of Speakers, Members and Officers
2. Keep copies of Programs and Important Agendas
   • Maintain programs of events.
   • Collect other items of importance such as informational documents and agendas.
3. Obtain Newspaper Articles
   • Include newspaper articles when the camp is featured in the newspaper.
   • Photo copy the newspaper article for archival purposes.
   • Include information posted on line of DUP events.
4. Organize Photos, Programs, Newspaper Articles and Other Items in Camp Scrapbook
5. Perform Other Duties as Assigned by the Camp Captain
6. Use Only Current Forms and Information Found at ISDUP.org