



2018 National Order of the Arrow Conference

Recapturing Your Lodge's History: Gathering and Preserving Lodge History

Session Length: 45 Minutes

Through this session, you will:

Explain: What information should be gathered in the preservation of a Lodge history

Demonstrate: Show examples of some best practices in the data collection for a history

Guide : Guidance will include where to find information and begin organization of data

Enable: As participants leave this session, they will be able to begin to develop or maintain a local lodge history

Learning Outcomes:

- Methods to collecting oral history information and conducting interviews
- Methods of collecting and organizing written history information
- Compiling pictorial list of memorabilia items

Theme Connection:

The theme of NOAC 2018 is “Decide Your Destiny,” emphasizing the message that today’s decisions shape tomorrow’s reality. This session will relay this theme in the following ways:

- Recapturing the history of your lodge is a great way to show where you have come from, where your roots are.
- The other sessions in this series “Remembering Our Roots” and “Putting Together a Lodge History” along with this session will assist the Lodge in capturing where it has come from and potentially discover where they may go in the future.

This session does not apply to the Journey to Excellence Requirement(s).

Required Materials:

- Projector
- Screen
- Whiteboard / Pens or Flipchart / Markers



NOAC 2018 TRAINING COMMITTEE
ORDER OF THE ARROW



TRAINER PREPARATION

1. Prepare an outline of topics to be discussed
2. Prepare an outline of the PowerPoint slides
3. Prepare and add additional information to the outline
4. Add the additional information to the PowerPoint slides as appropriate
5. Practice delivery of the session

Session Narrative

Introduction

3 minutes

- Session is a part of a three-session series.
 - Remembering our Roots
 - Gathering and Preserving
 - Putting it all together

Oral History

9 minutes

- Create a list of questions
- Interview members (start with older membership)
- Record interviews (on tape or other media and transcribe to written media)

Trainer Instructions: Ask participants to write down some questions they feel would be appropriate to ask during an oral interview.

Written History

9 minutes

- What paper documents should be collected (including digital)
- How to order the documents
- Collection of print and digital pictures
- Conservation and preservation methods for paper, photos, and other materials

Trainer Instructions: Ask participants to write down some documents they feel would be appropriate to collect and review for a written history.

Trainer Instructions: Ask participants to write down some methods that should be employed in the conservation and preservation of any artifacts they may be using.



Memorabilia

9 minutes

- Pictorial lists of lodge items (flaps, t-shirts, neckerchiefs, patches and 3D items)

Lodge History Resources

5 minutes

- Present the URL for the “Lodge History Resource Guide”

Summary

2 minutes

Takeaway Challenge

3 minutes

- Please take out your notebook and pen.
- the final three minutes, think about the role that you will be playing next year in the OA, or the role you hope to play. Write down three key ideas related to this session that you could help improve the history within your Chapter, Lodge or Area.
- During your break time later today, share these with others in your chapter or lodge.

Questions

5 minutes

Appendix: Resources and Source Material

- Lodge History Resource Guide, available online at <https://oa-bsa.org/uploads/publications/LodgeHistoryResourceGuide2018.pdf>