

have lived there through the ages; the changes in the homes, and other pertinent facts of historical interest.

**The curator makes out a written report in triplicate** telling, in concise form, the work she and her committee have accomplished during the year in the local Branch Tweedsmuir History. One copy is sent on to the District Curator immediately after the Branch Annual Meeting in April.

The curator gives the name of the branch, the name and address of the curator for the coming year.

#### **At District Level:**

It is the duty of the District Curator to see that she receives a written report from each of her Branch Curators immediately following the Branch Annual Meetings.

The District Curator condenses these reports, mentioning in her District Report the actual work going on in each active and disbanded Branch.

The District Curator states how many Branches in her District, and how many Tweedsmuir Histories, as well as any changes in Branch status or any change in name and address of Branch Curators.

The District Curator states in her report her progress in the District Tweedsmuir History.

The District Curator should have a meeting with her Branch Curators at least once a year (except in outlying Districts) and should know personally how each curator is progressing.

The District Curator makes out her written report, reads it at the District Annual, and immediately forwards it to the Area Curator.

**The Area Curator:** receives the reports of the District Curators, condenses them.

In her Area Report she lists the number of Branches in each District; number of Tweedsmuir Histories in each District; any changes in District Curators (with address).

The Area Curator also includes her activities in connection with the Area Tweedsmuir History.

The Area Curator, if at all convenient as far as mileage is concerned, should have a meeting with her District Curators at least once a year, or as often as they feel necessary.

The Area Report is forwarded to the Provincial Curator by **Oct. 1st** of each year.

Do have any volumes of the local Tweedsmuir Histories microfilmed before the books become too cumbersome. See that the pages are numbered and a Table of Contents clearly set up in the front of the volume before it is microfilmed.

#### **Never Add Anything to a Microfilmed Volume.**

These Tweedsmuir Histories in the Branches are of the people, by the people, and for the people of that community, and if a Branch disbands without a committee of the community to carry on with the work of the Tweedsmuir History, then the Tweedsmuir History should be microfilmed before it becomes lost! Let us always be known for preserving this valuable history through microfilming and having it in the Provincial Archives for all time to come.

#### **NOTES OF NOTE**

The Semi Annual Meeting of the Provincial Board Directors of the Federated Women's Institutes of Ontario will be held at the King Edward Sheraton Hotel in Toronto from April 2 - April 6, 1973.

The Annual Federated Women's Institutes of Ontario Officers' Conference will be held May 1, 2 and 3 at the University of Waterloo.

Mrs. Noblitt, F.W.I.O. President wishes to remind all Women's Institute Branches to continue their efforts to attract new members for the organization. Since the Federated Women's Institutes of Canada are also having a membership drive, an increase in Ontario members will automatically mean an increase in F.W.I.C. members.

A letter from the Ottawa office of F.W.I.C. has reminded Ontario members that the book "A Heritage of Canadian Handicrafts" is still available at \$5.00 for Women's Institute members and \$7.95 for non members from the F.W.I.C. office. See address page 2, Home and Country. Price includes postage.

Also available from the F.W.I.O. office, 1200 Bay Street, Toronto, are copies of the Ontario Women's Institute Story at \$3.00 and of Dr. Ethel Chapman's "Humanities in Homespun" paper cover \$3.50, cloth cover \$5.75. Price includes postage.

Mrs. Edward Urstadt of the International Scholarship Committee reported that the \$300 allotted to be sent to assist a group of women in Spain to help them in learning the English language had been sent through the A.C.W.W. London office.

The Board Directors are reminded that Mrs. Watty, Convener of Agriculture and Canadian Industries will complete her term of office at the F.W.I.O. Annual Meeting which will be held in the Fall of 1973 and nominations will be in order for a person to assume this convenership.