

ALL-AMERICAN CLUB “Yearbook” ENTRY – For Year 2016

Instructions for completing the entry form

1. Book can be submitted either as:

A) A printed document, limited to a maximum of **100** pages (one or two-sided). A loose leaf notebook or a scrapbook are suitable binders.

OR

B) One pdf file, **created with bookmarks to indicate sections**, with a maximum page count of **150** pgs. This can be emailed, mailed on a flash drive or burned to CD.

The Pdf can contain links to internal pages within the pdf, **not external web links**.

For example, Section 2 in the Entry form can link to the first page of Section 2. Each item within the section can link to the documentation supporting that criteria.

Printing the pdf should result in the generation of a complete physical book.

2. The document should have six (6) sections, divided with the numbers 1 - 6, with the entry form in section 1 and the supporting documentation for each of the entry sections following the appropriate divider. Do not include all of the club newsletters for the year – include a list and 1 or 2 issues as supporting documentation. Do not include all of the exchange bulletins for the year - a list and a few sample pages is sufficient. There is no restriction on the number of pages in any one section, **PROVIDED THE TOTAL OF ALL SECTIONS DOES NOT EXCEED 100 PAGES or 150 pages if submitted as a pdf**. Supporting materials can include fliers, articles about club activities, show ads, show or meeting notices from newspapers; articles copied from club newsletter, screens shots, lists of chairs or officers, pictures, copies of certificates, reports printed in club newsletter, thank-you notes and other correspondence.

3. When filling out the entry form, mark all appropriate blanks (leave blank if answer is no) and entry numbers, or other information requested. Assemble supporting materials and lists following the appropriate section divider and insert photos and other graphics following the typed information.

4. All requested material is only **for the year 2016**.

5. Deadline for submitting to the AFMS chairman (rmkapta@comcast.net) is **April 1st, 2017**. Check with your regional chairs for their deadlines.

SECTION 1 - CLUB INFORMATION (NO POINTS AWARDED)

Club Name & Address _____

Date organized _____ Federation affiliation _____

Number of members: Adults _____ Honorary/Life _____ Juniors _____

Meeting Place: _____

[Include city, state]

Person filling out form: Name _____

Address: _____

City _____ State _____ Zip _____

Phone: _____ E-mail _____

Mission or purpose of the club: _____

*By submitting this entry, permission is granted to AFMS to publish this entry or excerpts of this entry, on the official AFMS website if this entry becomes a Gold level winner in the All-American Club Award contest. *(Only public information regarding the club as posted on their website will be included.)*

No, do not publish this entry on the AFMS website. *(check box only if you do not give permission)*

SECTION 2 – SERVICE TO MEMBERS OR GUESTS (30+ POINTS)

General Meetings: Number of meetings _____ Average attendance _____ Guests _____
 Programs: Include a separate list of programs for the year, including topic, speaker, etc.
 Board Meetings: Number of meetings _____ Average attendance _____
 Officers: Include a separate list of officers, directors, and committee chairmen.
 Junior Meetings: Number of meetings _____ Average attendance _____

Adult leader(s): _____

Bonus: Club uses **Future Rockhounds of America AFMS/FRA Badge Program** or has separate junior workshops or events other than meetings? _____

Special Group Meetings (Established groups): Number attending:
 Cabbing _____ Tumbling _____ Carving _____ Flint Knapping _____
 Faceting _____ Metal-working/metalsmith _____ Beading _____
 Mineral study _____ Fossil study _____ Intarsia _____ Jewelry making _____
 Other _____

Social Events: Number attending Picnic _____ Banquet _____ Holiday Dinner _____
 Other (Describe): _____

Club hosts Show: Yes _____ Date(s) _____

Dealers: # _____ Demonstrators: # _____

Member Displays: # _____ Junior Displays: # _____

Bonus: Competitive Displays by members? Yes _____ Include list of participants.

Special Features: Club library: Yes _____

Yearbook committee or Website committee: Yes _____

Lapidary studio/workshop (supported by and available to members): Yes _____

Field Trips: Yes _____ No. of trips in field _____ Other trips (museum, shows) _____

Other clubs invited? Yes _____

Workshops: (beading, lapidary skills, jewelry, etc): Yes _____ Include a separate list of workshops.

Club maintains an active Website: Yes _____ URL _____

Traveling club display (For other club shows, youth groups, schools, etc.): Yes _____

SECTION 3 - PUBLICATIONS AND PUBLICITY (15 POINTS)

Bulletin: Yes _____ Bulletin name _____

Editor's name _____

Club Website/Facebook site: Show information posted: Yes _____

Meeting information posted: Yes _____

Workshop information posted: Yes _____

Meeting notices posted in public places: Yes _____ Where? _____

Meeting notices published in local media: Yes _____ Where? _____

Show fliers posted in public places: Yes _____ Where? _____

Show information published in local media: Yes _____ Where? _____

Free or paid ads on TV/radio/web: Meeting notices: Yes _____

Show information: Yes _____

SECTION 4 - SUPPORT FOR REGIONAL FEDERATIONS, AFMS AND OTHER CLUBS (20+ POINTS)

Members served in Federation as Officers, Committee Chairs or committee members:

Regional federation: Yes _____ Include a list of members serving.

AFMS: Yes _____ Include a list of members serving.

Members attended a Federation convention or show:

Regional Federation: Yes _____ # _____

AFMS: Yes _____ # _____

Members supported Federation scholarships or endowment funds:

AFMS: Scholarship fund: Yes _____ Endowment fund: Yes _____

Other support for regional federations? (explain) _____

Members gave programs for other clubs: Yes _____ Include a list of programs.

Members attended other club shows, swaps, etc: Yes _____

Members held joint field trips with other clubs: Yes _____

Members displayed/demonstrated at other shows: Yes _____

Club exchanged bulletins with other clubs: Yes _____ Include a list.

Bonus: Club was host to a Regional Federation Convention or AFMS convention in 2016:

Yes _____ When and where? _____

Bonus: Bulletin Editor is a member of Scribe: Yes _____

Bonus: Members performed as judges for Bulletin Editor's contest, Competitive displays or Website competitions? _____ List names, details or photo documentation

SECTION 5 - COMMUNITY RELATIONS (15 POINTS)

Members gave talks or demonstrations at local schools: Yes _____ Include a separate list of those given.

Members gave talks or demonstrations to local groups: Yes _____ Include a separate list of those given.

Members maintained displays at local public sites: Yes _____ Include a separate list of sites.

Members maintained a booth or an activity at a local event: Yes _____ Include a separate list of events.

Members donated materials to school, college, scouts, etc: Yes _____ Include supporting documentation.

Members active in local affairs: Yes _____ Include supporting documentation.

SECTION 6 - GOVERNMENT AGENCY AND LEGISLATIVE RELATIONS (10+ POINTS)

Members served on governmental agency committees: Yes _____ Include a list of those who served.

Members commented on government agency proposals, etc: Yes _____ List of proposals and participants.

Members contacted congressional representatives regarding legislation affecting access and collecting sites:

Yes _____ Include a list of representatives contacted and legislation or copies of letters.

Members supported access/collecting lobbying organizations like ALAA: Yes _____ List organization(s).

Bonus: Club is member of ALAA: _____ Yes

SECTION 7 - OVERALL FORMAT AND PRESENTATION - (10 POINTS POSSIBLE)

This section evaluates neatness, organization, grammar, spelling, pg count restrictions, and overall presentation of material.

SCORING AND AWARDS

Gold All-American Club Award: 90 - 100 points (average of three)

Silver All-American Club Award: 80 - 89 points (average of three)

Bronze All-American Club Award: 70 - 79 points (average of three)

Honorable Mention: Less 70 points (average of three)

Bonus +1 point for each