



## SUGGESTED GUIDELINES for an AREA ARCHIVES DISPLAY

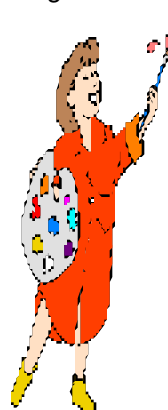
These guidelines offer several choices of materials along with basic instructions to create an archival display of your area's history. Using the least expensive materials, a three-panel, portable display can be made for about \$25. You can find the materials suggested here from a combination of craft shops, art supply houses, hardware stores, and even your local discount centers; depending on what components you choose. If you're on-line, most are available on the Internet. Excellent color copies can be made at any "copy shop." However, if you have access to large office supply chains, their copies (black & white, as well as color) are usually substantially lower in price.

**This project can be a lot of fun - you can get really creative!  
Good Luck and have a ball!**

### I. DISPLAY BOARD

The least expensive board is foam-core. It comes in a couple of sizes. If you want a sturdier, longer-lasting "board," you can use Masonite, or even plywood. Decide whether you want two panels (so the display opens and stands like a book), or three. Choose your panel material, and have it cut to the size you want. Keep in mind that you want the panels to fold together easily for carrying. To join your panels, the least expensive "hinges" can be made of extra-wide tape (usually used for shipping). However, also available is linen hinge-tape (used by picture-framers and artists), that's virtually unbreakable--or even real metal hinges, if your panels are plywood or Masonite. REMEMBER to hinge only the inside--display side--so that the panels can be folded together. And REMEMBER if you are making a three-panel board,

the third panel will fold over the first panel, so the hinge needs to be wider on this panel.



### II. BACKDROPS & BORDERS

You can cover your display board with any number of things to create color. Least expensive, but patchy, would be plain old construction paper. For just a few pennies more, there is poster board. You can do all panels in the same color--or in several.

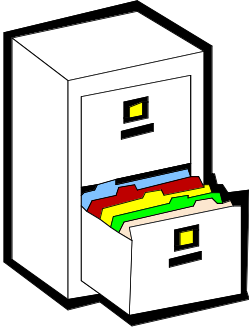
Or, you may want to consider fabrics, or mat board (again, used by framers and artists), either of which give you a wide range of colors and textures.

To affix your backdrop to your panels, you can glue, Handi-Tack, staple, tack, tape--depending on the composition of the panels.

Ready-made border strips are available in many patterns and colors. They are manufactured for bulletin boards and classroom displays-- so, of course, they are easily obtained in teacher supply stores. You can always create your own borders. Use construction paper, ribbon, stencils, rubber stamping, cut-out shapes (such as blue triangles?), wallpaper borderprints--or anything else you can think of!!! Heaven knows! There are stickers available in every possible color, composition, size and shape. Please do keep our principles in mind: crosses and angels are religious and butterflies are not official symbols of Al-Anon.

Now for the real deal! Let's get into.....

### III. ARCHIVAL MATERIALS



First, we suggest pictures. If you are interested in purchasing pictures of our co-founders, Lois and Anne, please use the enclosed order blank. Samples of the WSO archives logo are available upon request. Make sure to address your logo requests to the attention of Archives. The two pictures

and the logo samples are three great pieces to start with! Now, these pictures are in black and white, so if you know how to, or know someone in your area who's into arts and crafts, you can very easily do an old-fashioned tint to the pictures--if you so choose. If you have photos of your own area's pioneers, great! How about group shots at your first Area Assembly? Area Convention? Oldest groups' anniversaries? If you don't want to damage original photos, (or any other original documents) we recommend that you have color copies made and used on the display. Actually, it is really better to use the color copies than your original material. Light can be very damaging to old documents.

Go through your area archives. Pull out the kinds of things you think will excite and interest your area. Early letters to and from WSO. Programs and/or flyers for conventions, district Al-Anon days, group anniversaries. Minutes from your earliest area assemblies. Postcards, souvenirs, etc. from your first World Service Delegate's first time at the World Service Conference. The history of your oldest groups, district, etc. Your earliest district map! Make copies of such items— again, don't sacrifice your originals. If a lot of what you find is black and white, have it copied on pastel colored paper to draw the eye. Arranging them at an offset angle on a construction paper frame or background adds interest and makes a more attractive display. Mat board or colored stationery works well too. Use your imagination. Be creative! If you want to title or annotate the displays, you can purchase stick-on letters and numbers in various sizes and colors; use stencils with markers or paints; or, least expensive, use different colors and fonts from a computer to say exactly what you want.

We know that there is a wealth of material relating the history and development of Al-Anon and Alateen in each area. This stuff is fascinating! It's a shame to have it all filed away in the dark! There are lots of Al-

Anons and Alateens in your area who would love to learn about *"How Al-Anon Came to Town!!!"*

If you'd like to create a display for your area's archives, make it an area project. You don't have to do all the work yourself. Ask for volunteers, create a committee, have the gang over to go through this stuff some Saturday. Have everybody bring a covered dish for brunch--or have everybody bring a dessert if you have it in the evening. Make it a party event! Make it a district project! This can be such fun--and so exciting to today's membership.

We hope that each and every area will consider displaying its archives. Once the display is created, it can be taken to conventions, district functions, area assembly, even Regional Service Seminars.

## HAVE A BLAST WHILE YOU ASSEMBLE THE PAST!

