



Junior Collectors



A Program of the United Federation of Doll Clubs, Inc.

Preserving Yesterday and Today for Tomorrow

As doll collectors, we have been challenged to “Preserve Yesterday and Today for Tomorrow.” This can be interpreted to mean that we collectors must pass on the responsibility for preserving, conserving, researching and appreciating our dolls to another generation of doll lovers. How better to do this than by equipping a new generation – the youth of today – with the knowledge and tools they will need in order to fully appreciate and care for their inheritance.

Junior Collectors have been established as a program of the United Federation of Doll Clubs, Inc. (UFDC), to promote doll collecting in the younger generation. Doll clubs are encouraged to welcome Junior Collectors into their ranks and establish an agenda and standing rules for Junior Collectors. Junior Collectors need to be sponsored by a UFDC club or an individual affiliated with a UFDC club. UFDC will assist in organizing, planning and preparing activities, projects and programs for your Junior Collectors by providing the sponsor with a packet of material and continued support.

It should be noted that Junior Collectors are not members of UFDC (they do not pay UFDC annual dues) because our bylaws state that to be a member of UFDC you must be 18 years of age or older. They may not be included in the club’s total membership count for delegates and other matters, they may not attend Regionals or Conventions nor are they allowed to vote on UFDC business. They may, however, subscribe to Doll News.

Hopefully, through their association with a UFDC club, these Junior Collectors will eventually become full-fledged members, thus fulfilling our goal of passing on the responsibility for preserving, conserving, researching and appreciating our dolls.

If your club is interested in participating in the Junior Collectors Program, please send your inquiry to the name and address listed below.

Contact Information:

Director, Junior Collectors program

Address _____

City _____ State _____ Zip _____

Phone _____

E-mail _____

Contact the Central Office for the name of the current Program Director.



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Dear Prospective Junior Collectors Group Leader:

Thank you so much for your inquiry expressing the interest of your UFDC-affiliated club in sponsoring a Junior Collectors project. We are pleased to welcome you aboard.

Please note that this group is referred to as Junior Collectors (formerly called Junior Members). There was some confusion as "member" seemed to imply that the Juniors were actual members of UFDC but our bylaws state that a member must be at least 18 years of age. It is our hope that Junior Collectors will grow up to become UFDC members.

Enclosed is a packet of material for you to use with your Junior Collectors. Please note that you are being sent one copy of everything which you are welcome to photocopy to fit your needs. When any form is updated, you will be sent the updated copy.

We request that you retain one copy of the application for your records and forward one copy to the address listed below. In order for the Junior Collectors to remain on the mailing list for the Newsletter, it is important that an accurate mailing list is maintained. Therefore, we ask that you keep us up-to-date on any address changes and provide us with an updated membership list once a year in September.

The Newsletter is for the Junior Collectors and we would encourage your group to contribute by sending in write-ups and photographs about their activities for publication. Research information and other articles pertaining to dolls written by the Junior Collectors, as well as the sponsoring club members, would be welcomed.

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GUIDELINES

The following are guidelines for UFDC-affiliated clubs and individuals who wish to sponsor Junior Collectors. They may be voted in at any time, after the addition of the requirements for Junior Collector status has been added to the club's standing rules.

Persons from the age of _____ to the age of _____ (may not be older than 17 years of age) and owing a personal collection of no less than _____ doll(s), may apply for Junior Collector status.

Junior Collectors shall not pay UFDC dues but may subscribe to Doll News. The club may elect to sponsor a Junior Collector and pay for the Doll News subscription annually. Club dues shall be \$_____ per year. (These assessments are optional.)

Junior Collectors are not members of UFDC and will not receive a UFDC membership card.

Applicants for Junior Collector status shall be recommended by _____ active club members.

Junior Collectors will not attend the regular meetings of the club unless an invitation has been given by the hostess of the club meeting and the club president.

Junior Collectors are not entitled to vote on any matters before the club.

A special meeting for Junior Collectors shall be called _____ times a year for the sole purpose of meeting with Junior Collectors and encouraging the interest and education of the Junior Collectors sponsored by the club.



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Application and Questionnaire for Junior Collector Status

Sponsoring Club/UFDC Member _____ Region _____

Applicant's Name (please print) _____ Date _____

Parent's Name _____

Address of Applicant _____

City _____ State _____ Zip _____

Telephone _____ Email _____

Relationship to Sponsor: Daughter/Son _____ Other relative _____ Other _____

Age _____ School attending: _____

Grammar School _____ Middle School _____ High School _____

Other Memberships: Brownies _____ Girl Scouts _____ Boy Scouts _____ 4-H _____

Other Activities: _____

Achievements: _____

I have collected dolls for _____ years. I have a collection of approximate _____ dolls and my

collection consists of: Antique _____ Collectible _____ Modern _____

My favorite type of doll is: _____

I enjoy the following hobbies: _____

I would like to become a Junior Collector because: _____

I am interested in learning more about dolls:

Display/Exhibit _____ Study _____ Crafts _____ Sewing _____ Making Dolls _____ Other _____

What would you like to learn about dolls? _____

Signature of Applicant _____ Date _____

Signature of Parent/Legal Guardian _____ Date _____

Signature of Sponsor/UFDC Member _____ Date _____



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Order of Business Suggestions

1. Call to order.
The meeting of the (name if club has one) is called to order by the president or leader:
2. Quorum.
A roll call of the membership may be taken and noted in the minutes.
3. Reading and approval of the minutes of the last meeting.
Minutes are read by the recording secretary.
If there are no corrections, they stand approved as read.
If there are corrections, they are approved as corrected.
4. Treasurer's report.
The treasurer shall give a report on the status of the finances of the group.
Action will be taken on any bills/expenses at this time.
The treasurer's report is filed for audit.
5. Correspondence.
If there is any correspondence or notes that need to come to the attention of the membership, the president or leader may read them.
6. Reports of Officers and Committees.
Reports from any officers and chairman can be given at this time.
7. Unfinished old business and general business matters.
Any business item which has been discussed previously and which has not been completed, should be discussed at this time.
8. New Business.
Any item which is new can be brought up and discussed at this time.
9. Program.
If there is a program, it can be presented at this time.
10. Announcements.
Upon completion of the program, any announcements that should be made can be made at this time.
11. Adjournment.
The meeting can then be adjourned.



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Suggestions for Minutes

The minutes should contain what was done by the organization, not what was said by the members.

The first paragraph of the minutes should contain the following: kind of meeting (regular, special or other); the name of the organization; the date and time of the meeting; the place of the meeting; the officers who were present (or the names of their substitutes); and whether the minutes of the previous meeting were read and approved as read or corrected.

The body of the minutes should contain a separate paragraph for each subject matter; all main motions worded as stated or amended, and whether adopted or defeated. The name of the person making the motion must be included but not the name of the person seconding the motion.

Remarks of a speaker, or details of the program, should not be included.

The last paragraph should state the hour of the adjournment.

Minutes should be signed with the name and title of the person writing them. "Respectfully submitted" and similar phrases should not be used.

The secretary should provide the president with a copy of the minutes of the previous meeting well in advance of the next meeting.

Minutes are the legal record of an organization and should never be destroyed.

The following is a sample of how minutes should be taken:

The [type of meeting] of the [name of club] was called to order at [time] on [date]. The [name officers] were present. The minutes of the previous meeting were read and approved [as read or as corrected].

The treasurer's report showed a balance on [give date] of [state amount]; receipts [state amount]; disbursements [state amount]; balance on [give date] of [state amount]. The treasurer's report was filed for audit.

The following committees made their reports: {list committees which reported and noted if anything needs to be recorded}.

Under old business [note whatever business was conducted].

Under new business [note whatever business was conducted].

The program consisted of _____ by _____ on _____.

The meeting was adjourned at [note time].

[name of secretary]
Secretary