We encourage County Historical Commissions (CHC) to grab people’s attention with compelling stories and concrete examples of the effective work they do.

One of the best ways to identify these topics is to review your CHC annual report’s project descriptions, which are 4–12 sentences long. The report asks CHCs to briefly describe a project, explain associated partnerships, and evaluate the project’s impact on the community. Working within these confines reminds us that the description is for your audience rather than for those familiar with your work.

Jeff Davis CHC members used this format to illustrate a fun and dynamic event while providing the basic background of their involvement. In the following description, they detail the scope of the event, contribution of appointees and partners, community engagement, and entertaining activities.

Their report reads:

On October 8, 2011, the Jeff Davis CHC coordinated a day of events that commemorated the 100th anniversary of the Jeff Davis County Courthouse and County Jail, the 100th anniversary of the Fort Davis State Bank, and the 50th anniversary of the authorization of Fort Davis National Historic Site. The CHC was responsible for the program of events, publicity, invitations, and arrangements, along with the activities at the jail and courthouse.

At the jail, Lonn Taylor, a CHC appointee, conveyed the building’s colorful history and different uses. THC Commissioner Pete Peterson from Alpine unveiled the Recorded Texas Historic Landmark marker for the building. At the courthouse, CHC Chair Mary Williams related historical events and the many services the courthouse had provided over the past 100 years.

CHC members opened both buildings to the public. Other events included: speeches at the bank; a mock bank robbery in which the “robbers” were hauled off to the jail; a barbecue lunch on the courthouse lawn; activities at Fort Davis NHS (featuring the U.S. Army’s 1st Armored Division Band from Fort Bliss); and a dance at the Union Building sponsored by the Fort Davis Chamber of Commerce.