



KEHA – We’ve Got You Covered

2022-2023



An Installation Ceremony for KEHA Club, County, Area, and State Officers

Items Needed

“Links” in five colors – one color per officer type to be installed. (See suggested colors for each in the script below. Note that the script can be adjusted to match the links you have.)

The links could be either colored carabiners OR a set of multi-colored link or clip toys (typically found with infant or toddler toys; use the phrase “toy links” to search online retailers).



Script:

The installation of new officers is a time to reflect upon the accomplishments of our previous leaders and look forward to the ideas and inspirations of our newly elected leaders. To those who have faithfully served this past term, thank you for sharing your leadership with KEHA. You have provided the necessary connections, keeping responsibilities covered to move us into the future.

The theme for the Kentucky Extension Homemakers Association this year is “We’ve Got You Covered.” This theme reflects on the history of covered bridges which emerged in the 1700s to provide CONNECTIONS to travel across a stream or valley and structure to protect the timbers used to build the bridge. For this installation ceremony, we will focus on the key connections provided by covered bridges.

Just as a covered bridge connects two ends of a road, each link of a chain connects the links to either side. Today, we will use colored carabiners (or linking toys) to represent the links in a chain. Officers and chairs, could you please come forward for our installation? (Ask the individuals to be installed to line up in order, beginning with educational chairs).

The members have shown their faith and confidence in your ability and have chosen each of you to lead the great work of this organization in the coming year. Your willingness to serve and fulfill your

duties to the best of your knowledge is the first step toward making your term successful. We will begin our installation with the Educational Chairmen. <Read the names and positions.>

In KEHA, each educational chairman is charged with developing, implementing, and evaluating programs related to their specific focus. Your different areas of focus connect to form the overall emphasis of the organization. Do each of you promise to faithfully carry out your duties, providing unique activities and programs for our members? The <insert color, yellow or orange recommended> link represents the bright perspective you each bring to KEHA programming, connecting each chairmanship together to strengthen the organization. (Present a “link” to each chair.)

<Name of treasurer>, could you please step forward? The treasurer is charged with accurately managing the organization’s finances, tracking expenses, and ensuring all funds are accurately accounted. Do you promise to faithfully and diligently carry out your duties as treasurer? Green is often the color we associate with our funds. Let this green link remind you of your duties and responsibilities. (Present the “link” to the officer.)

<Name of secretary>, could you please step forward? As secretary, you are charged with documenting the business actions from each meeting into concise minutes, managing correspondence, and maintaining the organization’s records in a cohesive system. Do you promise to carry out your duties to the best of your ability? Let this red link remind you of your responsibilities to document the organization’s actions and successes to be read by those who follow. (Present the “link” to the officer.)

<Name Vice President(s)>, could you please step forward? In KEHA, vice presidents are charged with coordinating membership recruitment and leading program planning, strengthening the organization for the future. Do you promise to faithfully carry out the duties of your office? Blue is a key color in the KEHA logo. Let this blue link remind you of your charge as vice president to connect and grow our membership and programming. (Present a “link” to the officer(s).)

<Name of President>, could you please step forward? As president, you are charged with leading our diverse membership, coordinating a variety of activities, representing the organization, and connecting across the organization to keep us moving forward. Do you pledge to use your knowledge and skills to provide leadership and connections for the <club/county/area> today and into the future? The color purple is associated with power, royalty, and nobility, and, often, the person of highest rank. Let this purple link remind you of your roles as president. (Present the “link” to the officer.)

To all those installed, please step forward and join your links together to form a chain. Members, please stand with us. Making connections and maintaining those connections takes teamwork and the contributions of many to achieve a common mission. Members, do you promise to use your individual talents to contribute to the success of our organization and to support these leaders as they carry out their duties?

By the authority vested in me as the installing officer, I now declare these officers of the <club/county/area> duly installed. Congratulations and best wishes!

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