

SECTION IV.

Quorum.

At all meetings of the Society eight (8) members shall constitute a quorum for the transaction of business. The ayes and nays shall be called at any meeting of the Society upon the demand of five members.

SECTION V.

President

The President—or, in his absence, the Vice-Presidents in their order, or, in the absence of all, a Chairman pro tempore—shall preside at all meetings of the Society and shall have a deciding vote, in case of a tie. The presiding officer shall preserve order and decide all questions of order, subject to an appeal to the Society. The President shall be ex-officio, a member of all committees.

SECTION VI.

Secretary.

The Secretary shall conduct the general correspondence of the Society. He shall notify all members of their election and of such other matters as may be required of him by the Society. He shall have charge of the Seal, Certificate of Incorporation, Constitution, By-Laws and Records of the Society, and shall issue certificates of membership. He, together with the presiding officer, shall certify all acts of the Society and in proper cases authenticate them under seal. He shall affix the Seal to all properly authenticated certificates of membership and transmit them without delay to the members for whom they shall be issued. He shall, under the direction of the President or Vice-President, give due

notice of the time and place of all meetings of the Society and attend the same. He shall keep fair and accurate records of all the proceedings and orders of the society and shall give notice to the several officers of all votes, orders, resolutions and proceedings of the Society affecting them or appertaining to their respective duties. He shall be Secretary of the Board of Managers and keep the record of their meetings in the regular minute book of the Society.

SECTION VII.

Treasurer.

The Treasurer shall collect and deposit the funds and securities of the Society in a reliable bank to the credit of said Society. Said funds shall be used for no other purpose than for said Society. Out of these funds he shall pay such sums as may be ordered by the Society or by the Board of Managers. He shall keep a true account of his receipts and payments, and at each annual meeting shall render a statement to the Society when a committee shall be appointed to audit his accounts. He shall give such bond as the Board of Managers shall require.

SECTION VIII.

Registrar.

The Registrar shall keep a roll of members and in his hands shall be lodged all the proofs of membership qualification and all the historical and other papers of which the Society may become possessed; and he, under the direction of the Board of Managers, shall make copies of such similar documents as the owners thereof may not be willing to leave permanently in the keeping of the Society.