

## Rules and Regulations

### ARTICLE I.

The Board of Managers shall hold its monthly meetings on the first Friday of the month at 11 a.m., at such place as it shall appoint. Five members shall constitute a quorum. Weekly meetings shall be held each Friday morning at the same time and place.

### ARTICLE II.

The President shall have general supervision of the work. She shall preside at all meetings of the Society, or of the Board of Managers, and shall perform such other duties as are incident to the office. She shall sign all drafts upon the Treasury before they are paid.

### ARTICLE III.

The Treasurer shall receive and keep in some chartered bank all the monies collected, and shall disburse them as the Board of Managers shall direct. Her annual report shall be examined by auditors appointed by the Board of Management.

### ARTICLE IV.

The Secretary shall give notice of stated and special meetings keep the minutes of the same, and prepare the Annual Report of the Board of Managers.

### ARTICLE V.

Anyone desiring to obtain a city order for a patient must send to the City Health Officer: (1) A medical certificate either from or confirmed by one of the medical staff, stating that the applicant is a fit subject for admission to the home: (2) A recommendation showing that the applicant cannot pay the ordinary charges.