

each Director. Such service of notice shall be entered on the minutes of the corporation, and the said minutes, upon being read and approved at a subsequent meeting of the Board, shall be conclusive upon the question of service.

ARTICLE X.

SECRETARY.

The Board of Directors shall elect a Secretary.

1st. It shall be the duty of the Secretary to keep a record of the proceedings of the Board of Directors and of the shareholders.

2nd. He shall keep the corporate seal of the corporation and the book of blank certificates of stock, fill up and countersign all certificates issued, and make the corresponding entries in the margin of such book on such issuance.

3rd. He shall keep a proper transfer book, and a stock ledger in debit and credit form, showing the number of shares issued to and transferred by any shareholder, and the dates of such issuance and transfer.

4th. He shall keep proper account books, and discharge such other duties as pertain to his office, and as prescribed by the Board of Directors.

5th. The Secretary shall serve all notices required either by law or by the By-laws of the corporation, and in case of his absence, inability, or refusal or neglect so to do, then such notices may be served by any person thereunto directed by the President or Vice-President, or Director acting as such, of the Company.

ARTICLE XI.

TREASURER.

It shall be the duty of the Treasurer to keep safely all moneys and securities belonging to the Company under the direction of the Board of Directors, give receipts for moneys due to the corporation, and pay out same in all ordinary