

BY-LAW NUMBER II.

The Corresponding Secretary shall conduct the correspondence of the Union, and send to each Auxiliary, at least two months before the annual meeting, a blank for the report of that Auxiliary for the current year. From the information thus received she shall prepare her annual report.

BY-LAW NUMBER III.

The Recording Secretary shall also be Secretary of the sub-Committee of the Executive Board, and shall attend all meetings of the Union and the Executive Committee, and keep a correct record of their proceedings. She shall notify Committees of their appointment and of the business referred to them. She shall call the roll of delegates at the annual meeting, and read all papers which may be ordered to be read. At the first session of each, she shall read the minutes of all sessions of the Executive Committee since the last annual meeting, and shall perform all other duties belonging to the office.

BY-LAW NUMBER IV.

It shall be the duty of the Treasurer to keep accurate account of all receipts and disbursement of money, and to present a detailed report thereof at each annual meeting. She shall pay no bills except on an order signed by the President and Recording Secretary.

BY-LAW NUMBER V.

Each County Superintendent shall hold supervision of the Unions in her County, and shall secure the organization of local Auxiliary Unions, where practicable form County Conventions, and shall make Annual Reports of her work to the Corresponding Secretary, on the first day of September.