

receive all moneys due the Chapter, paying the same to the Treasurer, and taking her receipt therefor; to keep correct accounts with the Chapter and with every member; to issue sealed summonses for every meeting of the Chapter, and in those of the regular meetings in January and June to inform each Member of the amount he or she is indebted to the Chapter; to prepare orders for all sums ordered for payment by the Chapter, and hand the same to the persons in whose favor the orders are drawn, after they have been signed by the Worthy Matron and himself or herself; to make the return required by the General Grand Chapter, and to perform such other duties as the Constitution of the General Grand Chapter and the Bye-laws of the Chapter may require.

Sec. 17. The Treasurer shall keep a proper account of all moneys received and expended, and shall pay all orders drawn on her by the Worthy Matron and Secretary with the consent of the Chapter. She shall deposit all funds to the credit of the Chapter in such Chartered Bank as the Chapter may direct, and sign all cheques for the withdrawing of the same.

Sec. 18. The Worthy Matron shall annually, at the regular meeting in December, appoint an Audit Committee of three Members, to whom the Treasurer and Secretary shall hand their books, accounts and vouchers not later than January