

By the authority of the North British Society I hereby declare and proclaim the elected Head and President of our *Scottish Charitable Brotherhood* for the ensuing year, and hereby invest him with the Collar and Badge of President, and deliver to him the Seals of Office. May his term be prosperous and happy, and may he deliver up his honorable charge to his successor in office with an increased roll of members, greater wealth and resources, and an augmented prestige for this Ancient and Charitable Institution. *God Save the King.*

12. The Committee for the purpose of celebrating the Festival of St. Andrew shall consist of the office-bearers of the Society and the officers elect for the succeeding year, together with as many of the older members of the Society as the President may deem it expedient to summon.

SECTION IV.

THE OFFICERS OF THE SOCIETY: THEIR DUTY AND BUSINESS.

1. No person shall be eligible for the office of President who has not been at least three years an ordinary or perpetual member of the Society.

2. The duty of the President, Vice-President or Chairman, is to preside at all meetings, to regulate the deliberations of the Society, to state and put questions both in the affirmative and the negative, according to the sense and intention of the meeting; to check undue warmth or irregularity, and keep all persons in order; to direct summonses for all ordinary and extraordinary general meetings; and to execute or superintend the execution of all the rules and orders of the Society.

3. The custody and use of the Seal, the power of naming the place of meeting, with all other powers vested in him by ancient usage shall, as heretofore, remain with the President, or, in his absence, with the Vice-President or Senior or Junior Assistant Vice-President.

4. All disbursements shall be submitted, for approval, to the President, Vice-President, or Chairman, who shall also sign all orders of distribution. The accounts of distribution shall be submitted to the Society for its satisfaction.

5. The Senior and Junior Assistant Vice-Presidents shall perform the duties of stewards of the Society at the quarterly meetings, and shall superintend all matters relating to the providing of refreshments, speeches, music, etc.

6. The Secretary or Assistant Secretary shall attend all meetings and Committees of the Society, with the rules and records; shall take down all minutes, particularly noting, in a regular account, all monies, received and disbursed, and shall produce the same, fairly written, in proper books, at the next meeting; shall read all letters, petitions or papers sent or communicated to the Society, and shall record such of them as may be deemed worthy of preservation; shall prepare all answers in such terms as may be directed; shall make proper indexes to the books of the Society, and allow no account thereof, under his direction, to be in arrear beyond the space of three months, and shall issue Diplomas and Certificates, duly signed by the President and Secretary, to all new members.

7. The Treasurer shall give such security as the Society may require for the trust reposed in him, and if a bond is furnished, the Society shall pay the premium thereon. He shall receive all monies belonging to the Society; he shall regularly produce his accounts signed, and shall annually