

# STANDING ORDERS

RECOMMENDED FOR THE USE OF

EXECUTIVE COMMITTEES

OF THE

## LOCAL COUNCILS

IN FEDERATION WITH THE

### National Council of Women of Canada

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#### I.—MEETINGS.

1. The meetings of the Executive Committee shall be convened by the President, or Acting President, at such times and places as may seem to her desirable for the efficient conduct of the work of the Local Council. Not less than a week's notice shall be given to each member, unless most urgent business compels the Committee being called together at short notice.

2. At the ordinary meetings of Executive Committee the order of business shall be:—

1. Prayer.
2. Roll Call.
3. Reading, Correction and Approval of the Minutes of last meeting.
4. Correspondence.
5. Report of Corresponding Secretary.
6. Report of Treasurer.
7. Reports from Sub-Committees (if any).
8. Business arising out of Minutes.
9. Any business carried over from last meeting.
10. New business.