

balance sheet, for submission to the Executive Council as soon after the close of the financial year as possible. His remuneration shall be fixed by the Executive Committee upon recommendation of the Finance Committee.

ORDER OF BUSINESS.

The order of business at the annual general meeting and at all other meetings of the Association shall be as follows :—

1. Reading of minutes of previous meeting.
2. Business arising out of minutes.
3. Receiving communications.
4. President's address.
5. Secretary's report.
6. Treasurer's report.
7. Reports of Standing Committees.
8. Reports of Special Committees.
9. Unfinished business.
10. New business.
11. Notices of Motion.
12. Election of Officers.
13. Election of Standing Committees.
14. Appointment of representatives to Industrial Exhibitions.
15. Induction of officers.

This order of business may be suspended or varied at any meeting by two-thirds vote of those present.

QUORUM.

At all meetings of the Executive Council not less than five members must be present to constitute a quorum.

CONDUCT OF MEETINGS.

All meetings of the Executive Council and of Standing Committees shall be conducted as follows :—

1. If there should be no quorum within 15 minutes of the time fixed for the meeting an adjournment may be had.