

These officers are hereby empowered and authorized (so far as this Society can give such authority) to carry into complete execution the whole objects of this Institution, as well as the laws now agreed upon, as being the essential means of carrying them forward; but the different officers shall confine themselves to the duties of their respective offices, in the manner after mentioned.

ART. III. It shall be the duty of the President, or, in his absence, of the Vice-President, to preside in all meetings of the Society, or of the Board of Directors; to propose and explain the business to be transacted at each meeting; to preserve order and regularity in the proceedings; to collect the votes, and to have a casting or decisive vote in all matters to be determined by a majority, when the votes in any case happen to be equal.

ART. IV. It shall be the duty of the Secretary, to record the whole of the proceedings of the Society in its general meetings, and of the Board of Directors; to carry on the general correspondence, and to receive, communicate and file all letters, or other papers, that may be addressed to himself, or the Society, relative to any of the objects of its institution.

To enable the Secretary to discharge these duties, the Society shall furnish him with the following Books, to be paid from the funds, viz.—one Book, in which the Articles or Rules of the Society shall be engrossed, and subscribed by every member on his admission into the Society. In this Book sufficient room shall be reserved for an Appendix, in which the name of every member shall be enrolled alphabetically, with the date of his entry; a second Book, to be called the *General Minute Book*, in which the proceedings of all the general or special meetings of the Society shall be recorded; a third Book, to be called the *Committee Book*, in which all the proceedings of the Board of Directors shall be entered; a fourth Book, to be called the *Schedule Book*, in which the present state of the Farm, in the personal occupation of each member, as well as its progressive state from year to year, shall be distinctly and individually recorded, under the form prescribed in the Appendix to these Rules, (No. 1,) to stand as an historical Record of the present state of Agriculture in this County, to enable the Society to estimate, from an annual comparative statement, the progress made in improvement, and a fifth Book, in which the Secretary shall record all letters that shall be written by him relative to the affairs of the Society.