

## ARTICLE XIII. QUORUM.

Twenty members shall constitute a quorum at the Annual Meeting or any other business meeting of the Club, and five members shall constitute a quorum of the Council.

## ARTICLE XIV. DUTIES OF THE COUNCIL.

The Council shall, as business may require, meet from time to time at the call of the President or of any two other of its members; it shall manage all matters affecting the welfare of the Club; it shall have full control of the funds of the Club, and it shall present at the Annual Meeting a report upon the year's work.

## ARTICLE XV. DUTIES OF THE PRESIDENT.

The President shall preside at all lectures, excursions and other meetings of the Club. He shall be chairman at the meetings of the Council. He shall conduct all business of the Club in accordance with its Constitution and By-laws. He shall be, ex-officio, a member of all committees of the Council and of the Club.

## ARTICLE XVI. DUTIES OF VICE-PRESIDENTS.

In the absence of the President, or at his request, a Vice-President shall, in order of rank, preside.

## ARTICLE XVII. DUTIES OF THE SECRETARY.

The Secretary shall keep a true record of the proceedings of the Club and of the Council, and shall conduct their correspondence. He shall give previous notice to each member of the Council of its various meetings. He shall be responsible for all newspaper notices of all lectures and excursions. He shall be the custodian of the Constitution and By-laws and the records of the Club. He shall prepare reports of the meetings of the Council for THE OTTAWA NATURALIST. He shall be compiler of the Annual Report of the Council and shall read it at the Annual Meeting of the Club.

## ARTICLE XVIII. DUTIES OF THE TREASURER.

The Treasurer shall be charged with the collection and custody of the moneys of the Club and shall keep a systematic account thereof which shall at any time be open to the inspection of the Council or of the Auditors. He shall submit at each Annual Meeting a statement showing the financial standing of the Club. He shall make disbursements only when authorized by the By-laws or by decision of the Council. He shall be, ex-officio, a member of the Excursions Committee.