

at the expiration of the term, or whenever the Chapter may direct. Associate Treasurer, you will now be escorted to your post.

### CHARGE TO THE SECRETARY.

Associate, you have been elected to the office of Secretary of this Chapter. I will now invest you with the insignia of your office. The crossed pens will remind you of your duties. Your post is at the right of the Lady Preceptress. Your duties are to make a true record of the proceedings of the Chapter, to have charge of the seal, books and archives, and to carry on its official correspondence under seal; to collect all fees and dues, keeping account thereof, and handing the same to the Treasurer; to make out the annual returns, to render a report of the business transacted in your office to the Chapter at the expiration of the term or whenever the Chapter may direct; and to perform such other duties as may be required of you by the Constitution, the Chapter or the Lady Preceptress. Associate Secretary, you will now be escorted to your post.

### CHARGE TO THE CHAPLAIN.

Associate, you have been elected to the office of Chaplain of this Chapter. I will now invest