

The Secretary or Assistant Secretary shall attend all meetings and Committees of the Society, with the Rules and Records; shall take down all minutes, particularly noting, in a regular account, all monies received and disbursed, and shall produce the same, fairly written, in proper books, at the next meeting; shall read all letters, petitions or papers sent or communicated to the Society, and shall record such of them as may be deemed worthy of preservation; prepare all answers in such terms as may be directed; shall make proper indexes to the books of the Society, and allow no account thereof, under his direction, to be in arrear beyond the space of twelve months.

The Treasurer shall give such security as the Society may require for the trust reposed in him; he shall receive all monies belonging to the Society; he shall regularly produce his accounts signed, and the state of the incidental resources of the Society; and shall annually prepare a correct view of the funds, and the savings or exceedings of the year.

He shall have no credit in his account for any sum disbursed for which he does not produce the order or approbation of the President in writing, or of the Committee of Charity.

THE APPOINTMENT, POWERS AND DUTIES OF THE COMMITTEE OF CHARITY.

The Committee of Charity, consisting of five, shall, as heretofore, be annually elected by the Society, for the following purposes:

To enquire into the claims, characters and circumstances, of all such as apply for the ordinary or extraordinary aid of the Society, to prevent the charity of the Society from being improperly or fruitlessly applied.

To deliver their opinion candidly and freely with