

BY-LAWS.

PRESIDENT.

SEC. 1. The President shall preside at annual meetings and meetings of the Executive Committee, and perform all duties pertaining to her office.

VICE-PRESIDENT.

SEC. 2. The Vice-President, in case of illness or death of the President, shall perform all duties pertaining to her office.

CORRESPONDING SECRETARY.

SEC. 3. The Corresponding Secretary shall conduct the correspondence of the Union, and, in organized counties, shall send to the County or District Corresponding Secretary, not later than September 1st, yearly blank forms for reports of Local Unions, and from information thus received shall summarize her Annual Report. Where no County or District Union exists she shall send blank forms to the Local Unions. She shall provide a directory of Unions for Provincial Report.

RECORDING SECRETARY.

SEC. 4. The Recording Secretary shall keep a record of the proceedings of the Union. She shall also be Secretary of the Executive and Sub-Committee, and shall send to each member of these said committees proper notice of such meeting, and designate in said notice the topics which are to be specially considered at the meeting. At the first session of each annual meeting she shall call the roll of delegates; she shall read the minutes of all sessions of the Executive Committee since the last annual meeting, and all papers ordered to be read. She shall apprise committees of their appointment at the first session of each annual meeting. She shall also perform all other duties usual to the office.

TREASURER.

SEC. 5. It shall be the duty of the Treasurer to keep accurate accounts of all receipts and disbursements of money, and present a detailed report thereof, properly audited, at each annual meeting. She shall pay no bills except on orders signed by the President and Recording Secretary. The fiscal year shall terminate two weeks previous to the annual meeting.

COUNTY PRESIDENTS.

SEC. 6. Each County or District President in organized counties shall visit the unions of the county or district in which she presides, and shall secure the organization of new Local Unions. The annual county or district meeting to be held, where practicable, not later than September 30th. In unorganized counties, she shall, in addition to visiting Unions, seek to secure the organization of new Local Unions, and, if possible, a County or District Union. In unorganized counties, a sum not exceeding \$5 annually be allowed her for expenses by the Provincial Union. Any city having an affiliated membership of 300, may, by adopting the County Union Constitution, become a District Union with all the privileges and responsibilities of a County Union.

SUPERINTENDENTS OF DEPARTMENTS.

SEC. 7. Superintendents of Departments shall avail themselves of all opportunities for the furtherance of practical work in their departments, and shall make known the same to the County or District Superintendent of their departments, through whom they shall receive reports of local Superintendents. In unorganized counties they shall send direct to Corresponding Secretaries of Local Unions; they shall annually, when the interests of their departments require it, send circulars, plan of work, blank forms, petitions, etc., which have been previously submitted to the Sub-Executive of Provincial Union, to County and District Superintendents. They shall have power to name a Committee from the Local Union, or Provincial Executive resident in