

paid up within one month after such notice he shall cease to be a member, and shall not again be admitted till such arrears are paid, (this rule to hold good except in cases of hardship, sickness, or accident, which shall be dealt with by the Committee.

Officers.

8. The officers shall be a President, Vice-Presidents, a Secretary-Treasurer, a Managing Committee of thirteen members, a board of Trustees, a Librarian and two Auditors.

Duties of President.

9. The President shall preside at all general meetings; preserve order and decorum, and see that the Constitution and By-laws of the Institute are duly and promptly observed; put all motions before the meeting that have been regularly moved and seconded; decide all questions of order without debate, subject to an appeal to the meeting, and perform such other duties as he may be called upon to do, in the capacity of presiding officer.

Duties of Vice-President.

10. It shall be the duty of the Vice-Presidents, to assist the President in his duties, and act for him in his absence.

Absence of President and Vice-Presidents at General Meetings.

11. Should there be no President, or, Vice-Presidents present at the time of opening a meeting, the members shall elect a chairman for the meeting *pro. tem.*

Duties of Secretary-Treasurer.

12. The Secretary-Treasurer shall attend all meetings, both General and Committee. He shall keep a book, into which he shall enter the minutes of all meetings; he shall read the minutes of the preceding meeting, and if approved and signed by the Chairman, they shall be the official minutes. He shall conduct all correspondence, issue notices &c., as directed by the Committee, and keep a copy of all correspondence in a book provided for that purpose. He shall receive all moneys due the Institute, and bank the same in his own name and the name of the two working Trustees. He shall call on the Librarian at least once a week to receive any money that may have been paid to said Librarian by members, and present a financial statement at each annual and half-yearly meeting.

Trustees: Who they are, and their duties.

13. The Trustees shall be: the President of the Grand Trunk Railway, the Board of Directors, and the Mechanical Superintendent; also two members shall be elected as Working Trustees, who shall have