

STANDING ORDERS

FOR THE USE OF THE

EXECUTIVE COMMITTEE

OF THE

National Council of Women of Canada.

I. MEETINGS.

1. The meetings of the Executive Committee shall be convened by the President, or Acting President, at such times and places as may seem to her desirable for the efficient conduct of the work of the Council. Not less than a fortnight's notice shall be given to each member unless most urgent business compels the Committee being called together at short notice.

2. Special Meetings may be called by any three members of the Executive requesting the President in writing to convene a Meeting. A fortnight's notice must be given in such cases, and the place of Meeting left to the option of the President. The names of the three members requesting the meeting shall be mentioned in the notice summoning the meeting.

3. The notice calling each Committee shall contain as full a statement of the Agenda as possible, and also the terms of any resolution of which notice has been given in sufficient time so to do.

4. At the ordinary meeting of the Executive Committee the order of business shall be :

Silent prayer.

Reading, Correction and Approval of the minutes of last Meeting.

Correspondence.

Report of Corresponding Secretary.

Report of Treasurer.

Reports from Sub-Committees (if any).

Reports from Local Councils and National Societies (if desired).

Any business carried over from last meeting.

New business.