

VIII.—The Secretary shall give notice of stated and special meetings, keep the minutes of the same, and prepare the Annual Report of the Committee of Managers.

IX.—Anyone desiring to obtain a city order for a patient must send to the City Health Officer: (1) A medical certificate either from or confirmed by one of the medical staff, stating that the applicant is a fit subject for admission to the Home; (2) A recommendation showing that the applicant cannot pay the ordinary charges.

X.—Any person desiring admission to the Home able to defray his or her own expenses, or paid for by friends, must present to the Superintendent of the Home a medical certificate either from or confirmed by one of the medical staff stating that the applicant is a fit subject for admission; and must pay in advance for one week's board, \$2.40.

XI.—Infectious or contagious cases cannot be admitted to the Home.

XII.—Unmarried women with infants cannot be admitted, nor any man or woman known to be leading an immoral life.

XIII.—A small quantity of alcoholic liquor for use in extreme cases or by medical order, may be kept in the Home, but must be in charge of the Matron, under lock and key, and only administered by the Matron, and if under medical order, in quantities to be prescribed by the medical attendant ordering same.

XIV.—Members of the Committee are expected to visit the Home weekly in rotation, and will be notified by the Secretary a week before to that effect.

XV.—The visitor for the week must visit herself or provide a substitute from the members of the Board, or notify the Secretary in time for her to appoint another visitor in her place.

XVI.—The visitor must enquire whether the Matron has an order for every patient. In case of any patient remaining in the Home for more than four weeks, the visitor must make full enquiries as to the reason of such stay, and lay the case before the Board at the first meeting after her visit.