

may appoint, and his bank account shall be kept in the name of the Company.

3. He shall sign receipts and acknowledgments for all moneys, and other property of the Company, which may come into his hands ; and disburse and appropriate the same only under the direction and with the sanction of the Board of Directors.

4. He shall countersign all notes on time, or otherwise, to be given by the Company in its dealings, which notes shall be signed by the President. He shall indorse, for collection or discount, or other disposition, all notes, drafts or acceptances belonging to the Company.

5. He shall render full and particular statements of his cash account, accompanied by vouchers, at every annual meeting of the Company or whenever required by the Board.

6. He shall countersign and register all certificates of stock, which shall be signed by the President.

2.—Duties of Secretary.

1. It shall be the duty of the Secretary to prepare and keep proper books of account, a stock ledger, transfer book, and such other books and papers as the Board of Directors may prescribe.

2. He shall duly notify the Stockholders and Board of Directors of all meetings, and shall record the proceedings of the same in a book to be kept for that purpose.

3. He shall conduct the correspondence of the Company, under the instructions of the Board of Directors, and all books, papers and correspondence shall be kept in the office of the Company, and be considered in his possession and under his charge, but open at all reasonable hours for the inspection of the Stockholders and Directors.