

Associates, and to prepare and arrange the business of each Session.

5. It shall be the duty of the President to preside at all Conventions of the Association and meetings of the Executive Committee, to appoint Scrutineers of Ballots and Auditors of Accounts, and to conduct the business of the Association in accordance with the By Laws. In the absence of the President, one of the Vice-Presidents shall be appointed by the meeting to preside; and in the absence of all the Vice-Presidents, a Chairman pro tempore shall be elected on nomination of the meeting, the Secretary; or Acting Secretary, putting the question.

6. The Recording Secretary shall keep a full and just record of the proceedings of the Association and Executive Committee. The Corresponding Secretary shall conduct all correspondence not assigned by the Executive Committee to other hands, and shall give notice of Conventions and meetings of the Executive Committee.

The Secretaries shall have their records of business transacted present at all Conventions and meetings of the Executive Committee, and shall make such reports as may be asked by the Convention or Committee, as the case may be.

In the absence of either Secretary, an Acting Secretary shall be appointed by vote of the Association or Executive Committee.