

lar accounts of his receipts and expenditures, in suitable books provided for that purpose. He shall, at each quarterly meeting, present an abstract of his accounts, stating the sum received and expended since the previous meeting, and likewise the whole amount received and expended since the previous anniversary festival, and specifying the cash in hand and what may become due before the next meeting, that the Society may, if they think proper, take order for the disposition thereof. He shall enter on his books each sum paid by him in consequence of the recommendation of the Board of Managers, the name of the President or Vice-President who signed the order, and the name of the person to whom the money was paid. He shall appoint a suitable person to collect the fees and dues of the Society.

## ARTICLE XV.

### OF THE DUTY OF THE SECRETARY.

The Secretary shall have the custody of all the records and journals of the Society, and shall make a regular entry of all the proceedings at each meeting. He shall keep a list of the members of the Society. He shall summon the resident members to all meetings directed in this Constitution, or called by the presiding officer. He shall, on the order of the Society, erase from the list of members the names of all such persons as by the terms of this Constitution shall have forfeited their title to membership, making report thereof at the next meeting. He shall appoint a messenger to the Society for delivering notifications of the time and place of meetings. He shall also have the custody of the seal and badges of the Society. In the absence of the Secretary the duties above specified shall devolve on such person as the meeting may appoint.

## ARTICLE XVI.

### OF THE DEATH, RESIGNATION OR REMOVAL OF OFFICERS.

In case of the death, resignation, or removal of any of the Officers during the year for which they were elected, the