

of the name and address of each member, notify candidates of their election and the members of all meetings keep copies of all letters written and files of all received, and shall perform such other duties in connection with the Club as he may be directed by the Committee.

Sec. 2.—He shall receive all subscriptions and other sums of money which may be paid on account of the Club.

Sec. 3.—He shall pay no bills save those approved and passed by the Committee.

Sec. 4.—He shall be entitled to give sufficient discharge for all sums of money which may be received on account of the Club.

Sec. 5.—He shall keep a regular account of the receipts and disbursements of the Club, and have his books and vouchers ready whenever he may be required to produce them by the Committee. He shall render a cash statement at the Annual Meeting.

Sec. 6.—He shall post upon the Club's bulletin board the names of all members who are three months in arrears to the Club, with the amounts due placed opposite their names. He shall make out and serve a notice upon every member whose subscription remains unpaid for three months, and if continued unpaid for three months longer, report the same to the Committee.

#### ARTICLE IV.

DUTIES OF COMMITTEE. Sec. 1.—The Committee shall have the full management and control of all the property, effects and assets of the Club, with power to sell and dispose of the same or any part thereof, when authorized by a majority