

RULE 8.

DUTY OF VICE PRESIDENT.—It shall be the duty of the Vice President to supply the place of the President, whenever the latter shall be absent from Fires, or the Meetings of the Company; and when present on these occasions to assist him in the performance of his duties.

RULE 9.

DUTY OF SECRETARY.—As soon as a new Secretary is absolutely appointed, and has accepted the Office, his predecessor shall immediately deliver to him all the Books, Articles and Money of the Society in his possession. And the Secretary for the time being, shall always be answerable to the Society for the Books, Articles and Money which ought to be in his possession. It shall be the duty of the Secretary to attend at all Inspections of the Equipments of the Company; to warn the Members for all Meetings; to call the Roll, and keep a Minute of the proceedings of each Meeting: to collect all Fines and Dues, and to make such payments as may be directed by the President or the Company; and to make a fair and perfect Entry of all the transactions of the Society. He shall before every Quarterly Meeting, enter in a Book to be kept specially for that purpose, any alterations or additions which may be made to the permanent Rules of the Society, so that the same may always appear distinct from the common business of the Company. In such Book he shall always keep a correct List of the Members of the Company, with the dates of their admission; and shall regularly enter on the proceedings, the names of those Members to whom Lanthorns, Bed Keys, or extra Buckets are given. At every Meeting he shall have a fair List prepared of the Fines