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ARTICLE IX.—OF THE DUTIES OF SECRETARY.

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Sec. 1.—The Secretary shall keep a faithful and accurate account of all the proceedings of Conference; read at the opening of each session, the minutes of the previous meeting; record the same, after their correction and adoption, in the minute-book; and call the roll.

Sec. 2.—He shall prepare all official documents and deliver the same, attested by his signature, to the President. He shall also attest the record of the proceedings of Conference, with his signature.

Sec. 3.—Should the office of Secretary become vacant, from any cause, during the interim between the occurrence of such vacancy and the meeting of Conference, the President should take possession of all papers and documents belonging to Conference, and keep them in charge until the office can be filled by an election.

ARTICLE X.—OF THE DUTIES OF TREASURER.

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Sec. 1.—The Treasurer shall receive and have custody of all monies belonging to Conference, and shall hold the same subject to its orders. He shall pay all sums regularly appropriated, taking receipts for the same and shall present, at each meeting of Conference, a written report, with a copy of his account.

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Sec. 2.—He shall furnish the Secretary a tabular statement of the amounts received from the several pastoral charges, and of the expenditures made, and attest the same with his signature.

Sec. 3.—At the close of his term of office, the Conference shall appoint a Finance Committee to audit these several accounts and to advise with the Treasurer-elect in regard to the investment of monies.