

and, at the last meeting of his term of office, give a full report to the Association of all the receipts and disbursements during said term; and shall have his books written up within twenty-four hours after the last meeting of the term, and deliver up to his successor in office, all the monies, books, &c., in his hands belonging to the Association.

SECRETARY.

The Secretary shall conduct the correspondence of the Association, and report monthly to the Committee of Management, and he shall keep a fair and accurate record of the proceedings of the Association and of the Committee of Management, give notice of meetings as required, attest all orders on the Treasurer, and hand over to that officer, at his earliest convenience, all sums coming into his hands, report all donations, letters, &c., monthly to the Committee of Management, keep the seal of the Association, and have his books written up within twenty-four hours after the last meeting of the term, and deliver up to his successor in office, all books, papers, &c., belonging to the said office.

In the absence of the Secretary, an Acting Secretary shall be appointed, who shall perform the duties of the office.

COMMITTEE OF MANAGEMENT.

The Committee of Management, of whom three shall form a quorum, except where otherwise provided for, shall assemble on the Wednesday of each week, at eight o'clock in the evening, to conduct the affairs of the Association; they shall draw up an annual report, to be laid before the Association at the regular annual meeting for the election of Committee in each year, and before said election; they shall hear and determine all applications for money, and shall, at their first meeting, appoint a Librarian, who shall have charge of the Library and News-Room, under the direction of the respective officers and them; they shall frame any additional regulations which they may deem necessary for the issuing of books, the guidance of visitors to the News-Room, the management of the Hall, and for the general transac-tion of the affairs of the Institution.

All vacancies occurring in the Committee of Management arising from resignation or otherwise shall be filled at the next regular Meeting of the Association after such vacancy occurs, and any vacancy in the officers shall be filled by the Committee of Management in the usual manner of election within fifteen days after such vacancy may have occurred.