

Office dis-
bursements

Assistant
Sec.-Treasurer

Recording
Secretary

place where the box is, to whom he will give a receipt for the amount collected and request the guardian's initials to the receipt stub. He may not substitute anyone, except the Assistant Secretary-Treasurer, in his duties of collection, or of deposit at the bank, without the consent of the Trustees. He shall exhibit his account books and vouchers to the Auditors whenever called on to do so. He is authorized to make disbursements to the amount not exceeding \$10.00 for the purpose of his office, and should a larger amount be required, authority may be given by the President, in the which case a report must be made at the next executive meeting. All duties must be accepted without remuneration. He shall keep a register of all *bona fide* members of the Fund. He shall hand over all books, documents, money or any other property belonging to the Fund, to his successor in office, or to the President if requested by him to do so.

5. The Assistant Secretary-Treasurer shall assist the Secretary-Treasurer in any of his duties and substitute him in his absence.

6. The Recording Secretary shall keep a true faithful record in the burial register of all interments and the details pertaining thereto. He shall keep all statistics pertaining to the