

money and other property of the Society. He shall keep regular accounts of his receipts and expenditures in suitable books provided for that purpose. He shall, at each quarterly meeting, present an abstract of his accounts, stating the sum received and expended since the previous meeting, and likewise the whole amount received and expended since the previous Annual Meeting, and specifying the cash in hand so that the Society may, if it think proper, take order for the disposition thereof. He shall also appoint a suitable person to collect the fees and dues of the Society.

THE SECRETARY.

15. The Secretary shall have the custody of all the records and journals of the Society, and shall make a regular entry of all the proceedings at each meeting. He shall keep a list of all the members of the Society and notify any new members of their election. He shall summon the resident members to all meetings directed in this Constitution, or called by the presiding officer. He shall, on the order of the Society, erase from the list of members the names of all such persons as by the terms of this Constitution shall have forfeited their title to membership, making report thereof at the next meeting. He shall also have the custody of the seal and badges of the Society. In the absence of the Secretary the duties above specified shall devolve on such person as the meeting may appoint.

DEATH, RESIGNATION OR REMOVAL OF OFFICERS.

16. In case of the death, resignation, or removal of any of the Officers during the year for which they were