

annual meeting of the Local Union. They shall also, in unorganized counties, prepare a condensed report for the Provincial Convention, sending to the Provincial Corresponding Secretary two weeks before the date of the Provincial meeting. In small Unions, the work of the Secretaries may be done by the Recording Secretary, if desirable.

RECORDING SECRETARY.

Sec. 4. It shall be the duty of the Recording Secretary to keep a record of the proceedings of the Union, and notify members of meetings.

TREASURER.

Sec. 5. It shall be the duty of the Treasurer to collect all membership dues, and to devise means to increase the funds of the organization. She shall receive and hold all money collected for the use of the Union, keeping an exact book account, and making a monthly report of the same. She shall pay no bills except on an order signed by the President and the Recording Secretary. She shall forward regularly, in organized counties, to the County or District Treasurer, the yearly fees for the Provincial and County or District Unions.

DEPARTMENTS OF WORK.

Sec. 6. If the demands of the work justify it, there shall be Departments of Work to correspond with the Provincial Departments, and such others as the needs of the locality seem to call for.

DUTIES OF SUPERINTENDENTS OF DEPARTMENTS.

Sec. 7. Each Superintendent of a Department shall avail herself of all opportunities for the furtherance of practical work in her Department, and report to Superintendent of same Department in County or District Union, on or before the 17th day of September.

Where no County or District organization exists, the report should be sent to the Provincial Superintendent of that Department.

MEETINGS.

Sec. 8. The regular meeting of the Union shall be held weekly, fortnightly or monthly, as the Union may decide. The first meeting of the month shall be largely a devotional meeting. If possible, mass-meetings shall be held quarterly. The Executive and other committees shall meet as often as may be deemed advisable.

QUORUM.

Sec. 9. A quorum shall consist of such members as shall be present at a regular or special meeting, due notice of such meeting being given to the members.

DELEGATES TO PROVINCIAL CONVENTION.

Sec. 10. Delegates to the Provincial Union are received on the following basis:—One of each Union and one additional delegate for every twenty paying members of each Union. The expenses of general officers and superintendents of Departments, for postage, stationery, etc., shall be borne by the Union. Travelling expenses of delegates to annual Convention shall, where at all practicable, be borne by Union sending those delegates.

CONSTITUTION.

Sec. 11. This Constitution may be altered or amended by a two-thirds vote at any Annual Meeting of the Provincial Union, notice having been given in writing of such change at the previous Annual Meeting of the Provincial Union.