

Where it is not otherwise stated, the officers and members of committees shall be gentlemen.

DUTIES OF OFFICERS.*

XIII. The President shall be chairman of all meetings at which he shall be present, and in his absence, one of the Vice-Presidents shall take the chair. In the absence of the Vice-Presidents, the members present shall elect a chairman for the meeting.

XIV. The Secretary-Treasurer shall hold in trust the funds of the Association, which shall be deposited in the name of the Association in a bank approved by the committee. He or she shall receive all moneys and pay all accounts that are properly certified as correct, and shall present, when required, from time to time, a statement of the accounts.

XV. The Secretary-Treasurer, or the Assistant Secretary, shall attend all meetings, shall take the minutes of the proceedings, shall be responsible for the safe custody of all papers, books and other property, and under direction of the Executive Committee shall conduct the general business of the Association.

MEETINGS.

XVI. The Annual General Meeting for the election of office-bearers, and the transaction of the business of the Association, shall be held in the City of Toronto, on the date of the regular meeting in March in each year. The regular meetings shall be held on the second Thursday in every month, except during such summer months as may be thought desirable not to meet by the members present at the regular meeting in May. Meetings shall be held at such hour and place as the Executive Committee appoints, of which due notice shall be sent to every member.

XVII. General meetings other than the regular monthly meetings may be called for the reading and discussion of papers, and for the transaction of business. The business or subject for discussion shall be specified in the special notice conveying such a meeting, which shall be sent to every member.

Such special general meetings may be called at any time by the President, or in his absence, by the Executive Committee.

XVIII. Extraordinary or urgent business may be transacted at any meeting without special notice when considered absolutely necessary by a three-fourths majority of those present.

XIX. At all general meetings, whether special or annual, fifteen members shall form a quorum.