

of the time and place of such meeting to each Governor; and on being requested by the President, or two or more Governors, he shall call meetings for special business.

## CHAPTER V.

### OF THE STEWARD.

1. The Steward shall purchase, under the direction of the Committee of Management, fuel, provisions, and all other stores for the use of the Hospital, except medicines and medical stores, and shall be accountable for the same.

2. He shall keep, in books provided for that purpose, an account of all stores brought into the Hospital; and shall not deliver any stores under his charge, unless on a requisition from the Matron, entered by her in a book provided for that purpose.

3. He shall keep pass-books, into which shall be entered all articles purchased from those tradesmen with whom the Committee of Management may open accounts; and for all other articles he shall obtain bills of parcels; all of which he shall lay before the Committee of Management at each of their meetings.

4. He shall keep an account of the moneys due by the pay-patients, if any, and collect the same.

5. He shall present to the Committee of Management, every three months, or oftener, if required, a statement of his accounts, and shall shew his books when required.