

*Presiding
officer at Council Meetings*

25. The Chairman shall preside at all meetings of the Council; in his absence the meeting shall appoint a presiding officer.

Duties of Secretary-Treasurer

26. In addition to the duties assigned to him by the said Act, the Secretary-Treasurer shall keep an accurate record of the proceedings at all meetings of both the Association and the Council in separate books, conduct all correspondence, announce all meetings, report the result of elections to the Commissioner of Crown Lands, the officers of the Association and the candidates for election, receive all fees and subscriptions and other moneys. He shall, under the direction of the Council, deposit all moneys in such bank or other financial institution as it may select. He shall pay no bills unless sanctioned by the Council and signed by the Chairman. All payments of \$10.00 and upwards to be made by cheque signed by the Secretary and countersigned by the President, or in his absence by the Chairman of the Council. He shall submit an account of all moneys received and paid by him under the said Act and these By-laws to the Council at the Annual General Meeting of the Association, and shall perform such other duties as may from time to time be assigned by the Council or the Association.

*The Secy-Treas.
to give bond.
Where they
shall be deposited.*

27. The Secretary-Treasurer shall give a bond in the usual form to the amount of \$1,000, such bond to be in the custody of the President, and deposited in the bank where the funds of the Association are kept.

EXAMINATIONS.

*Examination of
candidates for
apprenticeship.*

28. Candidates for admission to apprenticeship are to be examined as follows, in the subjects prescribed in Rev. Stat. Ont., c. 180, s. 22; and no candidate shall be admitted unless he obtains at least the minimum marks set opposite each subject, and at least a total of 550.

	SUBJECT	Max.	Min.
		Marks.	Marks.
1	Penmanship.....	50	30
2	(a) Orthography (including dictation)	50	40
	(b) English Grammar	50	25
3	Arithmetic (Fractions, Decimals, Square Root)	100	60
4	Logarithms and Algebra (including Equations 1st degree)	100	60
5	Euclid (Books 1, 2, 3 and 4).....	100	60
6	Plane Trigonometry and Rules for Spherical... ..	100	50
7	Mensuration of Superficies.....	50	30
8	Linear Drawing (use of ruling pen and construction of scales).....	50	25
9	Canadian and General Geography.....	50	25
10	Canadian History	50	25