

61. They shall make recommendations to the Board of Directors as and when they shall consider necessary as to the form and style of the books of account to be kept of the Society's affairs.

62. They shall, after examination, certify to the correctness of the return required to be made by the Secretary to the Registrar of Joint Stock Companies under the Investment and Loan Societies Act.

63. They shall perform such other duties as may be prescribed by the Investment and Loan Societies Act or these rules.

64. The Secretary shall attend all meetings of the Society and of the Board of Directors and keep an accurate record of the transactions of such meetings.

65. He shall enter or cause to be entered in proper books of account and as required by the Board of Directors an accurate record of the monies received by and payments made by the Society, and shall shew in such books the amounts to the credit of each member in respect of the different payments made by such member.

66. He shall receive all monies for the Society and when said monies amount to \$25.00 he shall within 48 hours pay the same into such chartered Bank in the City of Victoria as may be named from time to time by the Board of Directors, in the name of The Greater Victoria Building Society.

67. He shall make all payments on behalf of the Society, when properly authorized, by cheques on the said Bank payable to order. The cheques are to be signed by the Secretary and countersigned by the President, and when for more than \$100.00 countersigned by the President and one other Director.

68. He shall issue to each member a pass book or contribution book (herein called pass book) and shall enter therein from time to time the respective payments made by members, so that said pass books shall contain a duplicate record of the amounts standing to the credit of members in the Society's books. He shall collect from each member the sum of 50 cents for each pass book issued.

69. He shall keep a record of the names and addresses of the members of the Society and such record and all other books of the Society shall be open to the inspection of any member at any reasonable time during the office hours prescribed by these rules.