

hour as a quorum shall be present (which shall consist of five members, including one of the three Directresses) in the following order :

1st. The Secretary shall read the minutes of the preceding meeting, which shall be signed ; inform the meeting of any correspondence that has taken place ; and read her general Report of the condition of the Institution.

2nd. The Treasurer shall present her account of all money received and expended during the past month, to be audited and signed by the 1st Directress, or, in her absence, the 2nd, or 3rd.

3rd. The 1st Directress, or, in her absence, the 2nd, or 3rd, shall place all resolutions before the meeting, declare the decision to the Secretary, and if an equality of votes occur, give the casting one, in addition to her vote as member of the Board.

3. As soon as the meeting is opened (when a quorum is formed) all conversation, not addressed to the presiding Lady, shall be pronounced by her to be out of order, and stopped.

4. Ladies not attending at the usual monthly meeting shall, previously to the same, notify their inability to attend, to the Secretary ; and, except in cases of illness, or absence from the city, any lady allowing three of these meetings to pass without being present, shall have her name struck off the list of the Managing Committee.

5. The 1st Directress, or, in her absence, the 2nd, or 3rd, shall preside at the monthly meetings ; audit and sign the accounts presented to her by the Treasurer for that purpose ; propose and declare the resolutions, and sign the minutes of each preceding meeting.

6. The Treasurer shall receive and take charge of all moneys belonging to the Institution, as well as the children's fees, keeping accounts of the same. All accounts shall be brought by her before the meeting of the Managers every month to be signed by the 1st Directress, or, in her absence, the 2nd, or 3rd.

7. The Secretary shall direct all the correspondence, keep account, as far as practicable, of all the children in the Institution—giving a general report thereof at the monthly meeting, at which she shall regularly attend, but never be called upon to preside, minute the proceedings, and take the names of the ladies present.