

3. Special meeting may be called by any three members of the Executive requesting the President in writing to convene a meeting. A week's notice must be given in such cases, and the place of meeting left to the option of the President. The names of the three members requesting the meeting shall be mentioned in the notice summoning the meeting.

4. The notice calling each Committee shall contain the terms of any important resolution or urgent business of which notice has been given in sufficient time so to do.

## II. RULES OF ORDER.

1. All correspondence of importance shall be submitted to the President, and copies of all letters of moment sent out by the Secretary shall be kept and produced, if desired, by the Executive.

2. When the President of any affiliated Society or Institution is unable to attend a meeting of the Executive, it shall be competent to the Executive Committee of such affiliated Society or Institution to appoint a substitute to attend in her place, or to empower their President or representative to appoint a substitute.

3. The affiliation of Local Societies and organizations shall be accepted on the following terms:—

1. Receipt of formal letter enclosing copy of resolution passed at the meeting affiliating Local Societies or Institutions.
2. A statement of the aims and objects of the Society or organization.
3. Payment of Affiliation fee.
4. Approval of the Executive Committee expressed by resolution.

4. All correspondence received since last meeting shall be upon the table, filed according to subject and date. Such general correspondence as the Committee desire to hear shall be read by the Corresponding Secretary, before each subject comes on for discussion, and any communication relating thereto, which may be considered important, shall be read to the meeting. Any member shall be entitled to call for the reading of other communications.