

18. *The Secretary-Treasurer and Registrar.* It shall be the duty of the Secretary-Treasurer and Registrar to take charge of the funds of the Association and to deposit the same in such bank as may be decided upon by the Council. He shall also keep a cash book which shall be open to the inspection of the Council, and shall pay only such accounts the payment of which has been previously ordered by the Council or in urgent cases by the President. He shall at each quarterly meeting render a summary of all receipts and expenditures since the last meeting. He shall further present at each annual meeting a detailed statement of the accounts of the Association.

19. All payments shall be made by cheques, which must be signed by the Secretary-Treasurer and countersigned by the President or in his absence by the Vice-President.

20. The Secretary-Treasurer shall be required to furnish a satisfactory bond or bonds for \$500.00.

21. The Secretary-Registrar shall make out such registers as are required by Section VIII of the Pharmacy Act 1891 of British Columbia, and shall make new registers annually in accordance with the provisions of said Act. The new registers shall be laid before the Annual Meeting.

22. The Secretary-Registrar shall superintend the affairs of the Association, under the direction of the President and Council. He shall keep the record of the Association, conduct the correspondence, issue all summonses and notices, record the minutes of all meetings and read them.

23. All applications received by the Registrar for examination and registration under the various clauses of the Act relating to such matters shall be entered in a book to be kept for that purpose.