

ARTICLE VIII.

The Sub-Committee of the Executive Board shall meet annually, or if necessary oftener, at such time and in such place as the President shall decide.

BY-LAW NUMBER I.

The President may call special meetings through the Recording Secretary when she may deem it necessary and shall perform all other duties usually pertaining to the office.

BY-LAW NUMBER II.

The Corresponding Secretary shall conduct the correspondence of the Union and send to each Auxiliary Union yearly a blank for the report of that Auxiliary for the current year. From the information thus received she shall prepare her annual report.

BY-LAW NUMBER III.

The Recording Secretary shall also be Secretary of the Sub-Committee of the Executive Board and shall attend all the meetings of the Union and the executive committee and shall keep a correct record of their proceedings. She shall call the roll of delegates at the annual meeting and read all papers which may be ordered to be read. At the first session of each she shall read a synopsis of all sessions of the Executive Committee since the last annual meeting and shall perform all other duties usually belonging to the office.

BY-LAW NUMBER IV.

It shall be the duty of the Treasurer to keep accurate account of all the receipts and disbursements of money and to present a detailed report thereof at each annual meeting. She shall pay no bills except on an order signed by the President and Recording Secretary.

BY-LAW NUMBER V.

Each District Superintendent shall have supervision of the Unions in her district and shall secure the organization of local auxiliary Unions and shall make an annual report of her work to the Corresponding Secretary on the first day of August.

When practicable, the expenses of District Superintendents shall be met by collections from the Unions visited by her.

BY-LAW NUMBER VI.

The Superintendent of each department shall use her influence to devise means for the successful working of the department under her care.