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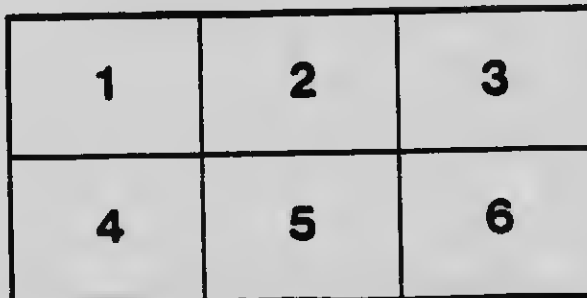
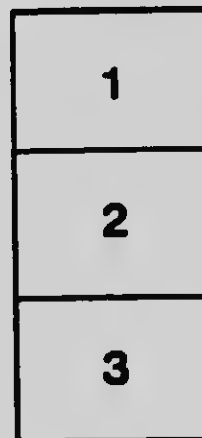
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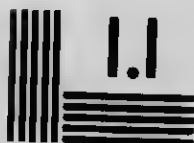
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Montreal  
Witness Printing House  
1902



Act of Incorporation  
Constitution and By-Laws

of

THE MONTREAL  
DAY NURSERY



MONTREAL DAY NURSERY  
Act of...

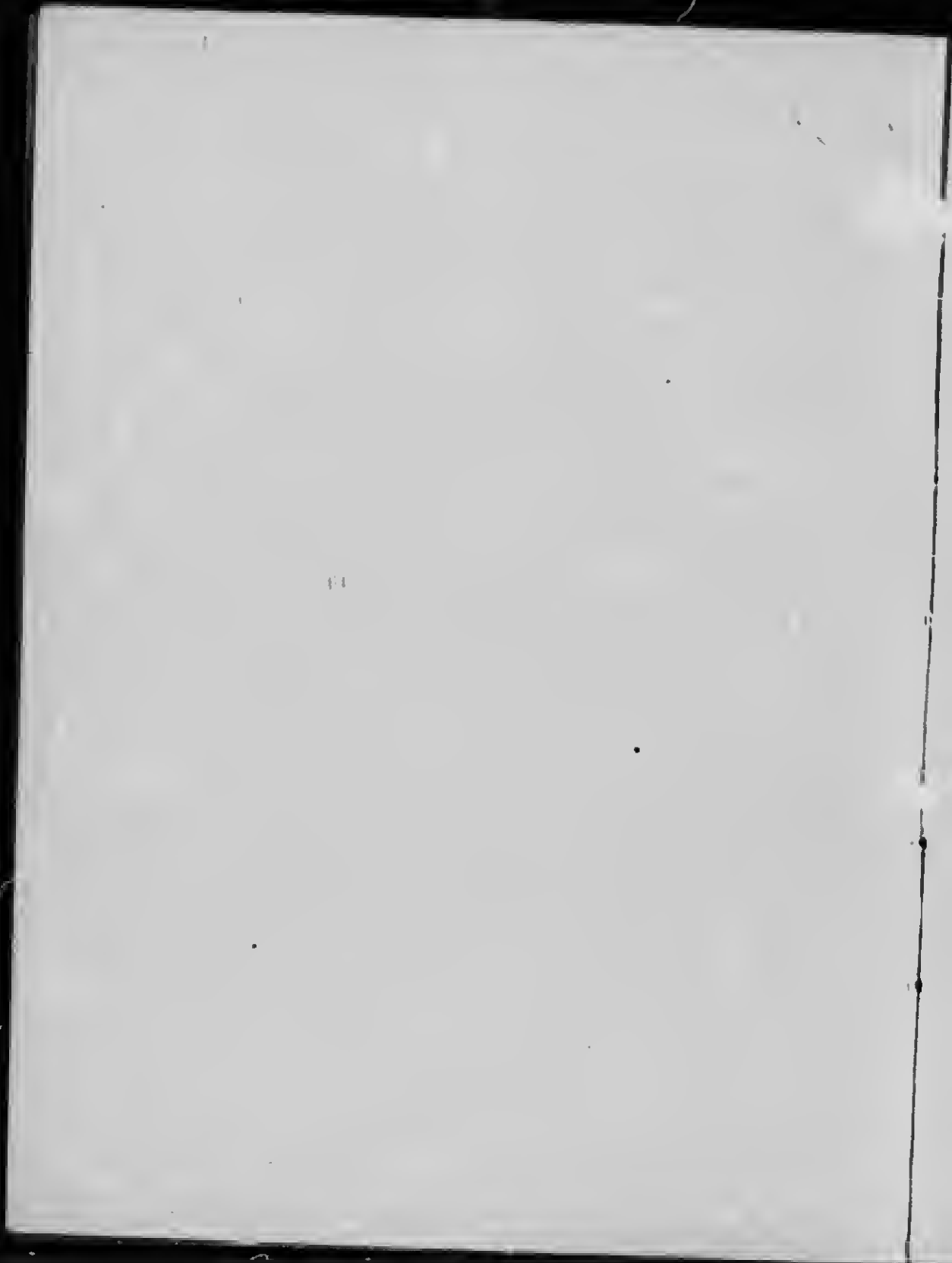
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ACT OF INCORPORATION,  
CONSTITUTION AND BY-LAWS  
OF  
THE MONTREAL  
DAY NURSERY.



MONTREAL:  
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1902.





**THE MONTREAL DAY NURSERY.**

**ACT OF INCORPORATION.**

63 VICTORIA (QUEBEC)—CHAP. 104.

An Act to incorporate "The Montreal Day Nursery." (Assented to 23rd March, 1900.)

WHEREAS the persons hereinafter named, have, by their petition represented that they with others, have for several years past, sustained by voluntary contributions and personal effort, an institution in the city of Montreal, known as "The Montreal Day Nursery," for the purpose of establishing and maintaining in the City of Montreal, nurseries for the care, training and elementary education of the young children of poor working women, and have prayed that for the better attainment of such objects, they may be vested with corporate powers, and it is expedient to grant their prayer;

Therefore, Her Majesty, by and with the advice and consent of the Legislature of Quebec, enacts as follows;

## ACT OF INCORPORATION.

1. Mesdames Charlotte Learmont, Helen Holton, Emily McDunnough, Florence Lyman, Jessie D. Turpin, Mary S. Bond, Miss Mabel Norton Evans, and Miss Emma Thomas, all resident in the city of Montreal, and such others, as now are, or hereafter may be associated with them, in conformity with this act, and their successors, are hereby constituted a body politic and corporate, under the name of "The Montreal Day Nursery."

2. The said corporation shall have perpetual succession, and may have a common seal, with power to alter the same, and may in its corporate name, contract, sue and be sued, plead and be impleaded, in all the courts of the province, and may acquire by any legal title, hold, possess, and enjoy, to and for its own proper uses, any moveable or immoveable property, which may be ~~and~~ given, bequeathed or conveyed to the said corporation, and sell, convey, exchange, hypothecate, let or lease the same, provided always that such real estate shall not exceed the annual value of five thousand dollars beyond that actually required for the use of the corporation; and also that should it become possessed of real estate, exceeding in annual value such sum of five thousand dollars, the said corporation shall be bound to sell such excess of real estate, and invest the proceeds thereof for its use, in

mortgages, in government securities of the Dominion or Province, or other approved securities.

3. The officers of the said corporation, to be elected annually, shall consist of a president, three vice-presidents, a treasurer, a recording secretary, and a corresponding secretary; and these, with such other members as may be similarly chosen, shall constitute the board of direction of the corporation, and until others are elected under this act, and the by-laws of the corporation, the present officers and committee of the institution, shall be the officers and directors of the said corporation.

4. The said corporation shall have power to frame by-laws, consistent with the laws of the province, providing for the holding of the annual and other general meetings of the corporation, for determining the conditions of membership, for the election and guidance of its officers and board of direction, the naming of such committees as may be necessary, and fixing or changing the number of such officers or directors, and for the general regulation and management of its affairs, which when adopted at a regular general meeting, held, after due notice to all members of the corporation, and until legally modified or repealed, shall be as fully binding as this act upon all concerned.

5. The head office of the corporation shall be in the city of Montreal.

6. The said corporation shall make an annual report of its affairs to the Legislature, within the first twenty days of each session.

7. This act shall come into force on the day of its sanction.



**BY-LAWS**  
**OF**  
**THE MONTREAL DAY NURSERY.**

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Adopted, January 30, 1901.

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**I.—OFFICERS.**

1. The officers of the Corporation shall consist of a President; a first, second, and third Vice-President; a Recording Secretary; a Corresponding Secretary, and a Treasurer, who shall be elected annually, according to the provisions of the Act of Incorporation, and of the By-laws; and these, with eighteen other members, to be similarly chosen, shall constitute the Board of Directors of the Corporation, which shall supervise and control its management and affairs.

2. Such elections shall be by ballot.
3. Nominations of candidates for any of the foregoing offices shall be made in writing, and signed by two or more qualified members, and must be deposited with the recording-secretary at least a fortnight before the annual general meeting, and at the election to be then held, no other names than those so proposed shall be considered.  
Such nominations shall be disclosed to any member upon request.
4. Any vacancy occurring in the above offices during the year, shall be filled by the board of directors at its next meeting.

## II.—PRESIDENT AND VICE-PRESIDENTS.

1. The president shall preside at all meetings of the Corporation, as well as of the Board, and shall be *ex-officio*, a member of all committees.
2. In the absence of the President, or her inability from any cause to attend to the duties of her office, one of the Vice-Presidents, in order of seniority, shall take her place.

## III.—RECORDING-SECRETARY.

The Recording-Secretary shall attend all meetings of the Board and Corporation, and keep a fair and correct record of their proceedings.

## IV.—CORRESPONDING SECRETARY.

The Corresponding Secretary shall attend to the necessary correspondence of the Corporation, preserving a record of the same.

## V.—TREASURER.

1. The Treasurer shall attend all meetings of the Board, and shall take charge of all invoices, and securities, the property of the Corporation, keeping accurate accounts of all invoices, received and paid, and shall pay no accounts until authorized by the Board.

2. All invoices in excess of petty cash requirements, shall be deposited by her in some chartered bank of the city, to the credit of the institution.

3. All capital funds, until invested, shall be deposited in a special account, in some chartered bank of the city, and cheques thereon shall be signed by such persons, as may from time to time be named by resolution of the Board; duly notified to the bank.

## VI.—MEMBERSHIP.

1. LIFE MEMBERS.—The payment by or on behalf of any lady of the sum of twenty-five dollars (\$25.00) shall constitute her a life member of the Corpora-

tion, with full privileges; and such fee, when received, shall be paid into the general endowment fund, unless otherwise ordered by the Board.

2. ANNUAL MEMBERS.—The yearly payment of any sum not less than two dollars (\$2.00), shall constitute the lady subscribing an annual member, with the privilege of voting and holding office.

3. HONORARY MEMBERS.—The Board may by resolution constitute any lady an honorary member of the corporation, who shall not, however, enjoy the privilege of voting, nor be eligible to office, unless otherwise qualified.

#### VII.—GENERAL MEETING.

1. The annual general meeting of the Corporation for the reception and adoption of reports, the election of officers and directors, and the transaction of such other business as may be lawful, shall be held, at the Nursery in the city of Montreal, or elsewhere if thought desirable by the Board, on the fourth Wednesday of February, of each year, and at such meetings full reports of the transactions of the preceding year as well as of the finances of the Institution, shall be presented.

2. SPECIAL GENERAL MEETINGS of the Corporation may be called at any time by the Board of Directors



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Friday, 11. 11. 1911

BY-LAWS.

W. Seymour

and upon the written request signed by twenty-five members, distinctly stating the objects sought, shall be called by the President. At least a fortnight's notice thereof shall be given to all members, clearly stating the objects of such meeting, and the business to be transacted thereat. shall be strictly limited to the notification.

3. A QUORUM. At all general meetings of the Corporation, fifteen shall constitute a quorum.

#### VIII.—BOARD OF DIRECTORS.

1. The Board of Directors shall have and retain actual control of the affairs of the Corporation, shall engage its employees upon such terms as may be deemed practicable, and it shall from time to time adopt, and always enforce, such, "House regulations" as may be deemed necessary for the government and discipline of all concerned, and for the satisfactory maintenance of the establishment.

2. The Board shall meet weekly, at such time and place as it may, from time to time, determine by resolution, and at such meetings five shall constitute a quorum. And in the absence of the President and Vice-Presidents, any member may be called to preside.

2/20  
W. Seymour

## IX.—COMMITTEES.

1. The Board, at its first meeting after the annual general meeting of the Corporation, shall, by election, name such committees for the current year as may be deemed necessary, and the duties and authority of such committees shall be determined by the terms of the resolutions appointing them. Any vacancy occurring in any such committee shall be filled by the Board by election, and all elections under this by-law shall be by ballot.

2. In selecting such committees, it shall, if possible be arranged that they shall, in the aggregate, comprise at least twenty-five elective members, who will be prepared to give their time, zeal, and energy to the work of the institution.

3. A Convener of such committee shall be named by the Board.

4. Special committees may at any time be appointed, as occasion may require.

## X.—ADVISORY COMMITTEE.

The Board may annually appoint an Advisory Committee of three or five gentlemen, who may be willing to act thereon, whose counsel may at any time be sought in matters relating to the property, funds, investments, and business generally of the Corporation.

XI.—SEAL.

The seal of the Corporation shall be



XII.—BUSINESS YEAR.

The business year of the Corporation shall begin upon the first day of February of each year, terminating upon the thirty-first day of January following.

XIII.—AUDIT.

The weekly or monthly house accounts, and the annual financial statements shall be respectively audited as the Board may direct.

XIV.—AMENDMENTS TO BY-LAWS.

Changes in these by-laws can only be made at

## BY-LAWS.

a general meeting of the Corporation. Notice of any proposed amendment must be given to the Board at least one month before its consideration, and notifications thereof sent to each member of the Corporation ten days before the meeting at which such change shall be proposed.

We hereby certify the foregoing to be the By-laws of "THE MONTREAL DAY NURSERY," adopted at a general meeting of the Corporation, held at Montreal, on the 30th day of January, A.D., 1901.

CHARLOTTE LEARMONT,  
President.

EMMA THOMAS,  
Rec. Secretary.

## **ORDER TO BE OBSERVED AT MEETINGS.**

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At each Ordinary Meeting of the Society, the following Order of Business shall be observed:—

1. The Minutes of the previous Meeting shall be read by the Secretary, and confirmed if correct.
2. Reports of Committees shall be presented in writing.
3. Communications received by the Secretaries shall be read
4. Members, if any, shall be proposed and balloted for.
5. Deferred Business.
6. Other Business.

## OFFICE BEARERS, 1902.

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MRS. J. B. LEARMONT .....	President.
MRS. WM. McDUNNOUGH .....	First Vice-President.
MRS. W. B. MATHEWSON .....	Second Vice-President.
MRS. A. HAIG SIMS .....	Third Vice-President.
MISS EMMA THOMAS .....	Hon. Recording Secretary.
MRS. EDW. HOLTON .....	Hon. Corresponding Secretary.
MISS GLADYS N. EVANS .....	Hon. Treasurer.

### Board of Direction.

THE OFFICE BEARERS.	MRS. W. J. TURPIN.
MRS. R. STANLEY BAGG.	" W. H. NELSON.
" FRANK BOND.	" WELLINGTON DIXON.
" A. CLARENCE LYMAN.	" R. A. LINDSAY.
" J. T. HAGAR.	" DE FOREST SMITH.
" <del>W. M. WAINWRIGHT.</del>	" COLIN McCUAIG.
" A. E. ELLIS.	MISS ANNIE SMITH.
" FRANK CAVERHILL.	MRS. F. L. HUTCHINSON.
" R. A. E. GREENSHIELDS.	" GEO. CAVERHILL.
	MRS. EDW. MAJOR.

### Board of Advisors.

MR. EDW. HOLTON.	MR. A. HAIG SIMS.
	MR. A. E. ELLIS.

### Life Members.

MRS. J. B. LEARMONT.	LADY VAN HORNE.
" HUGH PATON.	MRS. JAMES COOPER.
" GEO. H. SMITHERS.	MR. GEO. H. SMITHERS.
" R. STANLEY BAGG.	" R. STANLEY BAGG.
MR. EDW. RAWLINGS.	" W. J. TURPIN.
" JAMES MORGAN.	J. A. HUTCHISON, M.D.

### Honorary Members.

MRS. W. S. BARNES.	MRS. J. S. SHEARER.
	MRS. JAMES WILLIAMSON.

### Annual Members.

MRS. FRED. NASH.	MRS. A. A. BROWNE.
" JAMES COOPER.	" B. G. WINANS.
" MORTIMER DAVIS.	" ARTHUR JACQUES.
" J. W. MARLING.	" A. F. DUNLOP.
" F. M. JOHNSON.	" F. STUART FOSTER.







The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. The second part of the document provides a detailed breakdown of the company's revenue and expenses for the period. It includes a table showing the following data:

Category	Amount
Revenue	\$1,200,000
Cost of Goods Sold	\$750,000
Gross Profit	\$450,000
Operating Expenses	\$300,000
Net Income	\$150,000

The final part of the document concludes with a summary of the company's financial performance and a recommendation for future actions. It suggests that the company should continue to focus on cost reduction and revenue growth to improve its overall profitability.