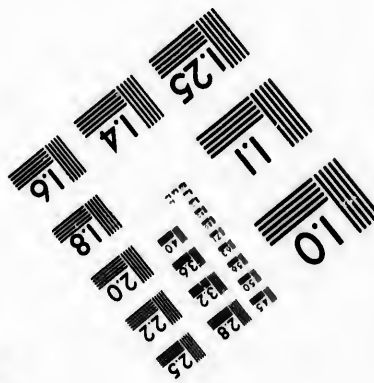
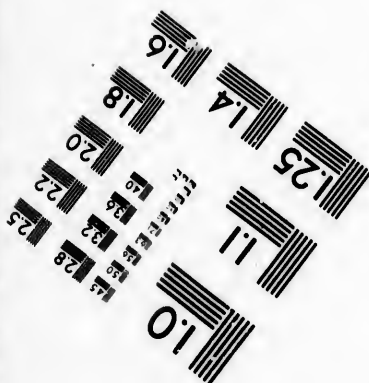
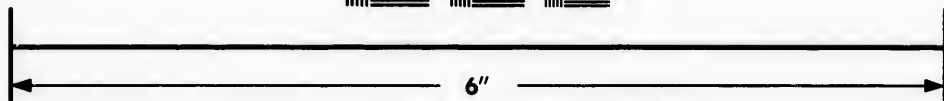
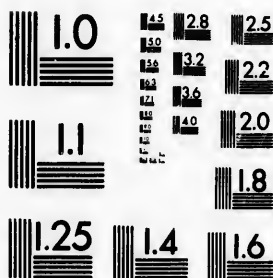


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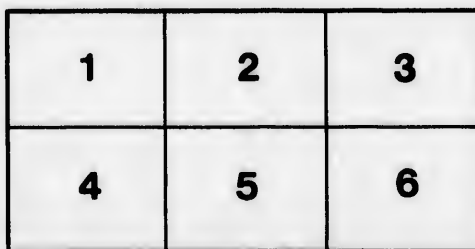
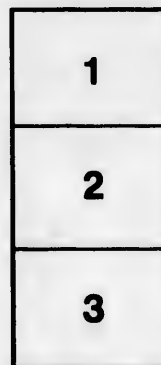
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Poetry...
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Useful Ar
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INDEX.

	PAGE.
Rules and Regulations of the Library.....	5
Agriculture.....	5
America and Canada.....	6
Architecture.....	6
Arts, General.....	6
Astronomy.....	7
Biography.....	7
Botany.....	9
Chemistry.....	9
Commerce.....	9
Dictionaries and Cyclopædias.....	10
Dramatic Works.....	10
Engineering.....	10
Ethnology.....	10
Fiction and Novels.....	11
Geography.....	14
Geology and Mineralogy.....	14
History.....	15
Literature, General.....	17
Law.....	19
Mathematics.....	19
Mechanics.....	19
Medicine, Surgery and Anatomy.....	19
Magazines and Reviews.....	20
Natural History.....	20
Natural Philosophy.....	21
Moral Philosophy.....	21
Poetry.....	22
Politics and Political Economy.....	22
Sciences.....	22
Theology.....	23
Transactions and Reports.....	23
Useful Arts.....	23
Voyages and Travels.....	23



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Compiled and Revised by

J. P. ROBERTSON,
Hon. Librarian.

MECHANICS' INSTITUTE AND ATHENÆUM,
 Ottawa, November, 1867.

BY-LAWS
OF THE
Mechanics' Institute and Athenaeum.

APPROVED 2ND OCTOBER, 1867.

ARTICLE I.

OF MEMBERS.

The members shall consist of four classes, viz :—Ordinary, Life, Corresponding, and Honorary.

ARTICLE II.

ORDINARY MEMBERS.

Ordinary members shall consist of those who shall sign the Constitution, and who shall pay as follows :—

1st.—Merchants and Professional men, Four Dollars per annum.

2nd.—Mechanics, whether Master Mechanics or otherwise, Clerks, Apprentices, and Employees generally, Two Dollars per annum.

These to be entitled to all the privileges of the Society.

ARTICLE III.

LIFE MEMBERS.

Life Members shall consist of contributors of fifty dollars (£12 10s), who shall be entitled to all the privileges of the Society.

ARTICLE IV.

CORRESPONDING MEMBERS.

Corresponding Members shall be chosen from among non-residents, who are favorable to the cause for which this Society was instituted. They shall be entitled to all the privileges of this Society, except the right of voting at meetings. They shall be elected by the Trustees, notice having been given, in writing, at least one month before.

ARTICLE V.

HONORARY MEMBERS.

Honorary Members shall be chosen by the Trustees, from among men eminent for their services in science or art, and those who have rendered important services to this Society. The name must be proposed, at least, one month before being balloted for, by the Trustees, at which meeting ten Trustees must be present, of whom seven must be consenting, or a proportional majority, if a greater number be present. Honorary Members shall be entitled to all the privileges of the Society, except the right of voting at meetings.

ARTICLE VI.

ELECTION OF TRUSTEES.

The annual election of Trustees shall take place on the first Wednesday in March, in each and every year. The mode of conducting such election shall be as follows:—The Chair shall be taken at seven p.m., when the meeting shall choose two Scrutineers, who shall take charge of the ballot box, which shall be opened at half-past seven for the reception of votes. Each duly qualified member present (proxies not being admissible), shall then put into the ballot box a list of not more than twenty members, whom he thinks proper to be Trustees for the year, the twenty having the greatest number of votes shall be the Trustees,—the number of votes to be ascertained by the Scrutineers.—The ballot box shall be closed at nine p.m.

ARTICLE VII.

ELECTION OF OFFICERS.

The election of Officers shall take place annually, on the second Wednesday of March. At half-past seven p.m., the Chair shall be taken, and two Scrutineers shall be appointed by the meeting, to take charge of the ballot box, which shall be opened for the first ballot at eight p.m. The duly qualified members of the Society shall then proceed to vote for a President, first and second Vice-Presidents, a Treasurer, a Corresponding Secretary, a Recording Secretary, and an Honorary Librarian (each to be voted for separately in the order named), by writing the name of the individual preferred on a slip of paper and depositing it in the ballot box, each ballot to remain open for ten minutes, and the result to be ascertained by the Scrutineers before proceeding to the next. The Officers to be chosen from the twenty Trustees elected.

ARTICLE VIII.

OF VOTERS.

The Voters at the election of Trustees and Officers shall be Ordinary Members, who have paid their subscription for the previous year, and Life Members, of which payment the books shall be evidence.

ARTICLE IX.

COMMITTEE OF MANAGEMENT.

The Trustees, on taking office, shall appoint four of their number who, with the President and Recording Secretary, *ex officio*, shall form the Committee of Management.

ARTICLE X.

THE TRUSTEES.

The Trustees shall hold a meeting, at least once a month, to conduct the affairs of the Society, and shall draw up an annual report of their proceedings, to be laid before the Society at the annual meeting for the election of Trustees. Their term of office shall commence immediately after the officers shall have been elected. Five shall constitute a quorum for transaction of all the business of the Society, except the election of Honorary Members.

ARTICLE XI.

OF THE PRESIDENT.

The duty of the President shall be to preside at all meetings, maintain order, and state the business before the meeting—give the casting vote when necessary—call for accounts and committee reports—call extra meetings when requested in writing by ten Ordinary Members, five Trustees, or the Committee of Management; and generally to superintend the execution of the By-laws and Regulations of the Society.

ARTICLE XII.

OF THE VICE-PRESIDENTS.

In the absence of the President at any meeting, the Senior Vice-President present shall preside; failing them, the meeting shall choose *viva voce*, a chairman, who shall exercise all the functions of President for the occasion.

ARTICLE XIII.

OF THE TREASURER.

The Treasurer shall receive all sums of money, due or payable to the Society, and disburse the same, under the direction of the Committee of Management, the order for such disbursement being signed by the President (in his absence by one of the Vice-Presidents), the Recording Secretary and the Chairman of the Managing Committee. He shall report monthly to the Trustees.

ARTICLE XIV.

OF THE CORRESPONDING SECRETARY.

The Corresponding Secretary shall conduct the external correspondence of the Society, and report monthly to the Trustees.

ARTICLE XV.

OF THE RECORDING SECRETARY.

The Recording Secretary shall give due notice of the meetings, keep minutes of the same, shall report all donations, letters, &c., monthly to the Trustees.

ARTICLE XVI.

OF THE HONORARY LIBRARIAN.

The Honorary Librarian shall enter the names of all new books in a book kept for the purpose, and inscribe the name of the Society in them, and shall exercise a due supervision over the Library, and see that the Custodian performs his duty.

ARTICLE XVII.

OF THE CURATOR.

The Trustees shall appoint an Honorary Curator, who shall have the charge of the Museum.

ARTICLE XVIII.

Should the office of Treasurer or Secretary become vacant before the termination of the period for which the holder of such office was elected, then the Trustees shall choose one of their number to fill such office for the remainder of the term for which such officer was elected.

ARTICLE XIX.

The Custodian shall have the charge of the Library, Museum

and News Room, under the respective officers and the Committee of Management, the directions of which latter body he shall obey.

ARTICLE XX.

OF THE COMMITTEE OF MANAGEMENT.

The Committee of Management, of whom three shall form a quorum, shall assemble weekly to conduct the routine and economic duties of the Institution. They shall frame Regulations for the guidance of visitors to the News Room, and for the issuing of Books and generally carrying out the instructions of the Trustees, to whom they shall report monthly.

ARTICLE XXI.

OF NON-RESIDENT MEMBERS.

Persons residing more than a mile beyond the city boundary may become Ordinary Members on payment of two dollars (10s) per annum.

ARTICLE XXII.

OF STRANGERS.

Strangers visiting this city may be admitted to the News Room for a fortnight, on being introduced by a member, the names of both being registered in a book kept for that purpose.

ARTICLE XXIII.

OF THE LIBRARY.

The use of the Library shall be available to all persons, not being members, on payment of one and a half dollar (7s. 6d.) per annum.

ARTICLE XXIV.

OF NON-PAYING MEMBERS.

Any member whose subscription is a twelve-month in arrear shall cease, *de facto*, to be a Member, of which he shall be notified by the Recording Secretary; but on payment of arrears he shall be re-established in his rights as a member. The fiscal year shall be held to commence on the first day of March in each year, at which time the subscriptions shall become due.

ARTICLE XXV.

OF THE EXPULSION OF MEMBERS.

Any member contravening the By-laws and Regulations, or

damaging the property of the Institution may, by a decision of the Trustees, be expelled and be sued at law for the damages sustained by the Institution: Provided, that he shall have been notified by the Recording Secretary of said contravention or damage complained of, and that he refuse to apologise for the one, or to make indemnity for the other. A repetition of the offence may, at the option of the Trustees, be visited with summary expulsion.

ARTICLE XXVI.

ALTERATION OF BY-LAWS.

No addition to, or alteration of, the By-laws shall be made, unless due notice of the same shall have been given at a previous monthly meeting of the Trustees.

Approved and adopted, 2nd October, 1867.

HENRY J. FRIEL,
President.

ROBERT HUNTER,
Recording Secretary.



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