

HAND-BOOK  
OF THE  
NATIONAL COUNCIL OF WOMEN  
OF CANADA.

(Federated to the International Council of Women in 1897)

CONTAINING

CONSTITUTION, STANDING ORDERS, AND OTHER INFORMATION  
CONCERNING THE NATIONAL COUNCIL.

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*Published by the National Council of Women of Canada.*

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TO BE HAD FREE  
ON APPLICATION AT THE CENTRAL OFFICE.

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MARCH, 1901.

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The Verbatim Reports of the Annual Meetings, including all the Papers read at the Conferences, can be had on application at the Central Office.

Price, Fifty Cents.

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## Executive Committee for 1900-1901.

### Hon. President.

Her Excellency the Countess of Minto, Government House, Ottawa.

### President.

Lady Taylor, 49 Madison Avenue, Toronto.

### Advisory President.

The Countess of Aberdeen.

### Hon. Vice-Presidents.

The Wives of Lieutenant-Governors of Provinces.

### Elected Vice-Presidents.

Lady Laurier.

Lady Thompson.

### Provincial Vice-Presidents.

Mrs. R. L. Borden .....	Pinehurst, Halifax, Nova Scotia
Lady Tilley .....	Carleton House, St. John, New Brunswick
Lady Davies .....	Charlottetown, Prince Edward Island
Mme. Thibaudeau .....	837 Palace Street, Montreal, Quebec
Mrs. Boomer .....	538 Dundas Street, London, Ontario
Mrs. McEwen .....	Tulliechewen, Brandon, Manitoba
Mrs. N. Flood Davin .....	Regina, Assiniboia
Mrs. Loughheed .....	Calgary, Alberta
Miss Perrin .....	Bishopsclose, Victoria, British Columbia

### Ex.-officio Vice-Presidents.

#### (a) PRESIDENTS OF LOCAL COUNCILS

Mrs. George Kerr .....	14 Madison Avenue, Toronto, Ont.
Mrs. J. M. Gibson .....	311 Bay Street, S., Hamilton, Ont.
Mrs. Cox, Convener Organizing Committee, 241 University St., Montreal, Que.	
Mrs. Edward Griffin .....	The Russell, Ottawa, Ont.
Mrs. Boomer .....	538 Dundas Street, London, Ont.
Mrs. Bryce .....	189 Colony Street, Winnipeg, Man.
Mme. Routhier .....	83 St. Louis Street, Quebec, Que.
Mrs. Fraser .....	King Street, Kingston, Ont.
Mrs. J. V. Ellis .....	Princess Street, St. John, N. B.
Mrs. R. L. Borden .....	Pinehurst, Halifax, N. S.
Mrs. Frank Gibbs .....	Port Arthur, West Algoma, Ont.
Miss Perrin .....	Bishopsclose, Victoria, B. C.

*(Ex-officio Vice-Presidents—Continued.)*

Mrs. Macaulay	829 Richard Street, Vancouver, B. C.
Mrs. Bulyea	Regina, N. W. T.
Mrs. Price Ellison	Vernon, B. C.
Mrs. D. McEwen	Tullichewen, Brandon, Man.
Mrs. Robinson	Rat Portage, Ont.
Mrs. Anderson	Prince of Wales' College, Charlottetown, P. E. I.
Mrs. Robertson	Nelson, B. C.
Mrs. A. J. Hill	New Westminster, B. C.
Miss C. E. Carmichael	New Glasgow, E. Pictou County, N. S.

*(b). REPRESENTATIVES OF NATIONALLY ORGANIZED SOCIETIES IN FEDERATION.*

Mrs. Dignam	284 St. George Street, Toronto, Ont.
Mrs. S. G. Wood	100 Pembroke Street, Toronto, Ont.
Dr. Amelia Stowe Gullen	461 Spadina Avenue, Toronto, Ont.
Miss A. M. Brown	51 Wood Street, Toronto, Ont.
Mrs. Scarth	410 Queen Street, Ottawa, Ont.
Miss Macleod	578 Somerset Street, Ottawa, Ont.
Mrs. Anson McKim	37 McGregor Street, Montreal, Que.

**Treasurer :**

Mrs. Hoodless, Eastcourt, Hamilton, Ont.

**Recording Secretary :**

Mrs. Willoughby Cummings, 44 Dewson Street, Toronto, Ont.

**Corresponding Secretary :**

Miss Teresa F. Wilson, 71 Brunswick Avenue, Toronto, Ont.

**Ex-Officio Members of Executive Committee :**

(In virtue of being Conveners of Standing Committees.)

Mrs. O. C. Edwards	15 Bayle Street, Montreal, Que.
Mrs. C. C. Gardner	Queen Hotel, Charlottetown, P. E. I.
Mrs. Cox	241 University Street, Montreal, Que.
Mrs. Fitz-Gibbon	221 Simcoe Street, Toronto, Ont.
Miss FitzGibbon	94 Willcocks Street, Toronto, Ont.
Mrs. Robert Evans	110 Hunter Street, Hamilton.

**Central Office**

TEMPORARILY REMOVED TO

71 Brunswick Avenue, Toronto, Ont.

CONSTITUTION  
OF THE  
National Council of Women of Canada.

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PREAMBLE.

We, Women of Canada, sincerely believing that the best good of our homes and nation will be advanced by our own greater unity of thought, sympathy and purpose, and that an organized movement of women will best conserve the highest good of the Family and the State, do hereby band ourselves together to further the application of the Golden Rule to society, custom and law.

That we may more successfully prosecute this work, we adopt the following

CONSTITUTION.

ARTICLE I.—NAME.

This Federation shall be called the *National Council of Women of Canada*.

ARTICLE II.—GENERAL POLICY.

This Council is organized in the interest of no one propaganda, and has no power over the organizations which constitute it beyond that of suggestion and sympathy ; therefore no Society voting to enter this Council shall render itself liable to be interfered with in respect to its complete organic unity, independence, or methods of work, or be committed to any principle or method of any other society, or to any act or utterance of the Council itself, beyond compliance with the terms of this Constitution.

ARTICLE III.—OFFICERS.

Sec. 1.—The Officers of this Council shall be a President, Hon. Vice-Presidents (the wives of the Lieut.-Governors), two Vice-Presidents-at-large (elected by ballot), a Vice-President for each Province, ex-officio Vice-Presidents (the Presidents of all Local Councils and of all federating Societies that are nationally organized), a Corresponding Secretary, a Recording Secretary and a Treasurer.

SEC. 2.—The first President of the Council shall be Advisory President for life, with a vote on the Executive Committee.

SEC. 3.—These Officers shall constitute the Executive Committee to control and provide for the general interests of the Council, of which five members shall form a quorum.

SEC. 4.—Any women representing nationally organized societies of women, which by reason of internal regulations cannot affiliate, and which it is at the same time desirable to have represented, may be invited by the President and Executive to join the Executive Committee.

SEC. 5.—Conveners of Standing Committees appointed by the Council, who are duly elected at the Annual Meeting of the same, shall be ex-officio members of the Executive Committee.

#### ARTICLE IV.—MEMBERS.

SEC. 1.—Local Councils formed of Federations of Associations of Women, and Societies of Women nationally organized, provided that their Constitution be in harmony with the basis of the Constitution of the National Council, may become members of this National Council by their own vote, with the approval of the Executive Committee aforesaid.

SEC. 2.—All Local Councils and Societies of Women nationally organized shall, on affiliation, forward a copy of their Constitution and Rules to the Executive Committee, and at any time such Constitution is altered, a copy of the alteration shall be forwarded for the information of the Executive Committee.

#### ARTICLE V.—MEETINGS.

SEC. 1.—The National Council shall meet annually, or oftener, upon the call of the President.

SEC. 2.—The Committee of Arrangements shall be the Executive Committee.

SEC. 3.—The President and five Delegates from each Local Council, and the President and one Delegate from each nationally organized and federated Society, together with the General Officers, shall alone have the right to vote at meetings of the National Council.

SEC. 4.—Other members of the Council may attend the meetings of the Council and take part in the discussions, but may not vote.

SEC 5.—All new business to be brought before the Annual or other Meetings of the Council must first be submitted to the Executive Committee as a notice of motion.

ARTICLE VI.—FEES.

Each Nationally Organized Society or authorized representative of an organized community, federating in the National Council, shall pay an annual fee of \$2.00, and each Local Council shall pay an annual fee of \$5.00, to the National Council.

ARTICLE VII.—PATRONS, INDIVIDUAL MEMBERS AND LIFE MEMBERS.

SEC. 1.—Any person whose name is accepted by the Executive Committee may become a Patron of this Council upon the payment of \$10.00 annually or \$100.00 at any one time.

SEC. 2.—The names of Patrons shall be placed with those of the Executive Committee on all printed documents.

SEC. 3.—Any person whose name is acceptable to the Executive Committee, and who is not connected with any affiliated Society, may become a member of the National Council on payment of \$1.00 annually, and may take part in the proceedings and discussions of the public meetings of the Council, but is not entitled to vote. Such members shall receive free all literature published by the Council, with the exception of the Verbatim Reports of the Annual Meetings.

SEC. 4.—Any person whose name is accepted by the Executive Committee may be made a Life Member of the National Council on payment of a fee of \$25, and may take part in the proceedings and discussions of the public meetings of the Council, but may not vote. The names of such Life Members shall be printed immediately after those of the Life Patrons, and they shall receive free all literature published by the Council, with the exception of the Verbatim Reports of the Annual Meetings.

NOTE.—It is to be understood by the above Section that any Local Council, Nationally Organized Society in federation, or individual sending in \$25.00 to Council Aid, etc., over and above the ordinary fees, may with such sum, send in the name of a Life Member for the approval of the Executive Committee.

ARTICLE VIII.—AMENDMENTS.

This Constitution may be altered or amended by a two-thirds vote at any Annual Meeting, notice thereof being sent to each member of the Executive Committee at least two months prior to such meeting.

## STANDING ORDERS

FOR THE USE OF THE

## National Council of Women of Canada.

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NOTE.—Unless otherwise specified, the term *Federated Association* shall be held to include Local Councils and Nationally Organized Societies in federation.

## I.—MEETINGS.

1. The Annual Meeting of the National Council shall be held at such time and place as the Executive Committee may select, subject to the decision of the previous Annual Meeting, in accordance with the rules, said Annual Session of the Council to last for two days, or longer as may be required.

2. Special meetings of the Council for urgent business may be convened by the President at her own discretion, or at the urgent request in writing of five of the Executive Committee.

3. Conferences may be held at the time of the Annual Meeting, or at any other time, as may seem advisable to the Executive Committee.

4. Standing Committees and Sub-Committees may be appointed by the Council or by the Executive Committee, as may be found necessary for the efficient carrying on of the business of the Council. Each of such Committees shall appoint a Secretary who shall present a report first to the Executive and then to the Annual Meeting. The President and Corresponding Secretary of the National Council shall be ex-officio members of all such Committees.

5. The Conveners of all Standing Committees shall be elected at the Annual Meeting of the Council and shall be members ex-officio of the Executive Committee.

6. At the Meetings of the Council the minute book of the Executive Committee shall be on the Council table for inspection by the members of the Council



7. The order of business at the Annual Meeting of the Council shall be as follows :

1. Silent Prayer.
2. Roll Call.
3. Minutes of Previous Meeting.
4. President's Opening Remarks.
5. Greetings from Fraternal Delegates.
6. Correspondence.
7. Appointment of Members of the Council as Returning Officers and Tellers for the Voting.
8. Annual Report and Financial Statement.
9. Appointment of Auditor.
10. Reports from Local Councils and Nationally Organized Societies in federation.
11. Election of Officers.
12. Amendments to Rules and Standing Orders (if any).
13. Motions of which due notice has been given to the Executive Committee, and by them to each Federated Association, and Amendments relevant to the Motions before the meeting.
14. Other Business.

(This order of business shall be followed as far as possible at all special meetings of the Council).

8. Delegates shall occupy seats allotted by ballot of the Executive Committee to the representatives of Federated Associations. Each seat shall be numbered to correspond with the number on the ticket of the delegate to whom it is allotted.

9. Secretaries of Federated Associations are required to send a copy of the minute of Committee or Council appointing delegates, or their substitutes in the event of their inability to attend, to the Corresponding Secretary a full week before the Annual Meeting, and also to provide each delegate or substitute with a letter of introduction ; without the receipt of such minute, the delegates cannot be recognized.

10. The responsibility for the appointment and instruction of delegates rests solely with the bodies appointing, and delegates

are required to act in strict accordance with the instructions of the Federated Associations which they represent, and on points which may incidentally arise, as far as they can judge, in accordance with the spirit of their organizations, and not as individuals.

NOTE.—Federated Associations are, of course, free to give liberty to their delegates to vote according to their own convictions on any matter on which said Federated Associations consider that they have not sufficient information, and where they feel that discussion might materially alter the point of view.

11. Federated Associations may appoint, as their representatives, persons not belonging to their own bodies, and shall instruct them how to vote, but such persons must be members of another Local Council or Nationally Organized Society in federation. It is desirable that there should be direct representation wherever possible.

12. A preliminary agenda for the Annual Meeting or Conference shall be sent out to each Federated Association two months before said Annual Meeting, and shall be laid before each such body for discussion in order that suggestions as to any notice of amendment, alteration, or withdrawal may be sent back to the Executive Committee along with a declaration of support or opposition, one month after its receipt. The final agenda as amended shall be received by each Federated Association a fortnight before the Annual Meeting.

13. Resolutions from Federated Associations must be received by the Corresponding Secretary three months before the Annual Meeting, in order that they may be placed on the preliminary agenda and be sent out for the consideration and amendment of the said Federated Associations. Amendments can be sent in when the preliminary agenda is returned.

14. Amendments must be relevant to the subject matter of the original motion.

15. All invitations from Local Councils to the National Council to hold the Annual Meeting in their respective cities shall be received by the Corresponding Secretary three months previous to the Annual Meeting of the year preceding that for which the invitation is extended, in order that the Executive Committee may consider the matter and decide upon a recommendation which shall be laid before the Council and voted upon. If Local Councils desire special Conferences in connection with the work of the National Council to be held in their districts at any other time

during the year, it is desirable that such invitations shall also be sent three months before the Annual Meeting, so that the proposals may be duly laid before all members of the Council.

## II.—DUTIES OF OFFICERS.

1. The President, or in her absence, one of the elected Vice-Presidents, shall preside at all meetings of the National Council and its Executive Committee. She shall take a general supervision of all its work and keep in touch with the work of the Local Councils throughout the Dominion.

2. One of the elected Vice-Presidents of the National Council shall act in the absence of the President, or the Executive Committee shall appoint an acting President.

3. A Provincial Vice-President, in the absence of the President or the elected Vice-Presidents, shall preside at any special meetings of the Council held in her Province, and shall promote the work of the Council so far as possible.

4. The Corresponding Secretary shall conduct all the correspondence of the Council, shall present a report at the Annual Meeting, shall keep a complete roll of all Local Councils and shall prepare an agenda of business for all meetings of the Council and its Executive Committee.

5. The Recording Secretary shall keep careful minutes of the proceedings of the meetings of the Council and of the Executive Committee of the same.

6. The Treasurer shall receive all fees from Local Councils and Nationally Organized Societies in federation, after their affiliation has been accepted by the Executive Committee, and all subscriptions and donations from patrons, members and others.\* She shall pay out all accounts by means of cheques, after they are duly initialled by the President, and shall have her books audited by an auditor, appointed by the Council, before presenting her Financial Statement. All subscriptions and fees shall be acknowledged by official receipt, signed by the Treasurer.

## III.—ELECTION OF OFFICERS.

1. Papers for the nomination of the Officers of the National Council shall be sent out by the Executive Committee to each

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\*NOTE.—Except the Guarantee Fund, all subscriptions to which shall be paid direct to the Treasurer thereof.

Federated Association two months before the Annual Meeting, and shall be returned by them one month after receipt to the Corresponding Secretary, filled in in accordance with the instructions of each Federated Association, given through a public meeting of the same, or through its Executive Committee, if specially empowered in this regard.

NOTE.—Nominations for the Officers of the National Council are made by Local Councils, by Nationally Organized Societies in federation, and by the Executive Committee of the National Council, but not by individual members of the same.

2. The election of Officers shall be by ballot.

3. The ballot papers for the election of the Officers shall be supplied to each delegate at a polling booth within the precincts of the hall, and under the charge of the returning officers. The voters shall be required to mark their papers, when they receive them, inside the polling booth, and to deposit them at once in one of the sealed ballot boxes that shall be provided for that purpose. No delegate shall receive a second ballot paper, except from the returning officers in exchange for the one previously given.

4. The poll in each case shall be declared immediately upon its being taken, except in the case of ballot, the results of which shall be declared before the close of the Annual Meeting.

5. In the case of the resignation or death of an Officer during her term of office, a successor shall be elected by the Executive Committee to serve during the remainder of such term.

#### IV.—RULES OF ORDER.

1. Every person when speaking shall stand and shall address the Chair.

2. Motions shall be placed on the agenda either by the Executive Committee or by any of the Federated Associations, but no resolution shall be sent in by an individual.

3. Every motion shall be read by the presiding officer, before it is open to debate or amendment. Only two amendments shall be proposed at one time to a motion or question. In other words, there may be only three questions at one time before the Council: the main motion, an amendment, and an amendment thereto; but, when an amendment to the amendment is disposed of, another amendment may be proposed, provided it is not one similar to that

already voted on. A motion for the adjournment of Council or debate is always in order under such circumstances.

4. Motions and amendments shall be voted on in the reverse order to that in which they are submitted, the last amendment being thus voted on first.

5. All special motions shall be in writing and shall be seconded before being put from the Chair, but motions for adjournment of Council or of debate, or for the previous question, or mere routine business need not be written.

6. A motion that is not seconded may not be read from the Chair and no entry thereof shall be made in the minutes.

7. A motion may be withdrawn with the consent of the whole Council present, or, in other words, without a negative voice.

8. No question or motion can be regularly offered if it is substantially the same as one on which the judgment of the Council has already been expressed during that meeting of the Council.

9. Any member may require the question under discussion to be read at any time of the debate, but not so as to interrupt a speaker.

10. A motion to adjourn is always in order and shall be voted on without debate, when there is a question under consideration ; when there is no such question under discussion, and the motion for adjournment is a substantive or main motion, a debate thereon is permissible, but it must be confined to the question of adjournment. A motion to adjourn cannot be amended, and must be simply, "That the Council be now adjourned," or "That the debate be now adjourned." A motion "That the Council do adjourn to a particular day or hour," or "That a debate be adjourned to a particular day or hour," is always amendable with respect to day or hour.

11. The presiding officer may at any time take the opinion of the Council as to the length of time to be allowed for the discussion of any motion, and shall then, at her own discretion, limit the time for each speaker.

12. No member shall speak twice to a motion or question, except in explanation of a material part of her speech in which she may have been misconceived, but then she shall not introduce new

matter. A member who has spoken to a motion may speak again when a new question or an amendment is proposed to the motion. A reply shall be allowed only to the mover of a main or substantive motion.

13. When two or more members rise to speak, the presiding officer shall call upon the member who, in her opinion, first rose in her place ; and should more than one member rise at once, the presiding officer shall determine who is entitled to the floor.

14. No member shall speak to any question after the same has been fully put by the presiding officer.

15. The presiding officer or any member of Council may, at the close of any speech, propose, without debate, " That the question be now put ;" and if the motion be seconded and carried by a majority, the original resolution, or the resolution as amended, shall at once be put without debate.

16. When a debate on a question is concluded, the presiding officer shall proceed to put the question. If the question has not been heard she shall read it again to the meeting. Having read the question on which the decision of the meeting is to be first given, she shall take the sense of the members by saying : "Those who are in favor of the question or amendment shall say aye ;" " Those who are of the contrary opinion shall say no." When the supporters or opponents of the question have given their voices for and against the same, the presiding officer shall say, " I think the ayes have it," or " I think the noes have it," or " I cannot decide." Any member of the Council feeling a doubt as to the correctness of the decision may call a division.

17. If a member was not present in the hall and did not hear the question read or put by the presiding officer, she shall not vote on that question.

18. On the general business of the Council, the sense of the delegates shall be taken in the usual parliamentary method of asking for ayes and noes as described in the foregoing order ; in cases where a division is called for, the vote shall be taken by calling over the roll of Federated Associations, when the vote of each such body shall be given by the delegate or delegates present.

19. The presiding officer shall have a casting vote when there is a tie, but shall not otherwise vote as a member of the Council.

20. In the event of the full number of delegates from any Federated Association not being able to attend, the full number of votes to which each such body is entitled shall be given by such delegate or delegates as are present.

21. The presiding officer shall decide all questions of order, subject to an appeal to the Council, and in explaining a point of order or procedure, she shall state the rule or authority applicable to the case.

22. The proceedings of the Council shall be open to reporters, and an official report of the proceedings shall be made by the authority of the Executive Committee, and forwarded to the President of each Federated Association.

23. When any doubt arises on the proper procedure to be followed, reference shall be made to "Dr. Bourinot's Book on Parliamentary Procedure, and Procedure at Public Meetings."

## STANDING ORDERS

FOR THE USE OF THE

## EXECUTIVE COMMITTEE

OF THE

## National Council of Women of Canada.

## I.—MEETINGS.

1. The Meetings of the Executive Committee shall be convened by the President, or Acting President, at such times and places as may seem to her desirable for the efficient conduct of the work of the Council. Not less than a fortnight's notice shall be given to each member, unless most urgent business compels the Committee being called together at shorter notice.

2. Special Meetings shall be called by the President at the request in writing of any three members of the Executive Committee. A fortnight'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.

3. The notice calling each Committee shall contain as full a statement of the agenda as possible, and also the terms of any resolution of which notice has been given in sufficient time so to do.

4. At the ordinary meeting of the Executive Committee the order of business shall be :

1. Silent Prayer.
2. Roll Call.
3. Reading, Correction and Approval of the Minutes of last Meeting.
4. Correspondence.
5. Report of Corresponding Secretary.
6. Report of Treasurer.
7. Reports from Standing and Sub-Committees (if any).



8. Reports from Local Councils and Nationally Organized Societies in federation (if desired).
9. Any Business carried over from last Meeting.
10. New Business.

5. If, on special occasions, it be deemed desirable by the President to take the votes of the Executive Committee in writing, such votes shall be valid. In such cases, the Corresponding Secretary shall, on the instructions of the President, send out a memorandum to each member of the Executive Committee marked, "For the use of the Executive Committee only," giving the resolution or other communication to be voted on, and any reasons that may have been stated on either side, for or against. If the communication refers to a matter on which the Federated Associations should be consulted or should take action, the opinion of the members of the Executive Committee shall first be obtained as to what steps to take or as to the best way of taking action before the subject is brought before the said Federated Associations.

6. If a two-thirds majority of the Executive Committee deem any resolution sent up by the Federated Associations unsuitable or inadvisable for presentation to the Council, it shall not be placed on the agenda. The votes composing the above two-thirds majority of the National Executive shall be given either personally or in writing by the actual members of Executive Committee.

7. When the President of any Federated Association is unable to attend a meeting of the Executive Committee, it shall be competent to the Executive Committee of such Federated Association to appoint a substitute to attend in her place, or to empower the President of the National Council to appoint a substitute, provided that such substitute be a member of a Local Council or Nationally Organized Society in federation.

## II.—RULES OF ORDER.

1. Every member of the Executive Committee when speaking shall address the Chair only.

2. All correspondence received since last meeting shall be upon the table, filed according to subject and date. Such general correspondence as the Executive 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.

3. All correspondence received by the Corresponding Secretary, or copies thereof, shall be submitted to the President, and a letter book containing copies of all letters sent out by the Secretary shall be kept and produced, if desired by the Executive Committee.

4. The Recording Secretary shall prepare a summary of the minutes or a copy of the minutes themselves to be sent to each absent member.

5. An attendance book shall be kept by the Recording Secretary and signed by each member present at the meetings of the Executive Committee, also a memorandum of notes sent by absent members and a summary of attendance.

6. Every notice of motion for the agenda shall be in writing, and shall be signed either by the member of the Executive Committee, or by the Secretary of the Federated Association sending it in.

7. All motions or amendments, other than mere formal ones, shall be reduced to writing.

8. Motions to rescind resolutions passed within six months, and motions to the same effect as motions negatived within the previous six months, must be passed by a majority of two-thirds of the members present.

9. Any part of the regular business of a meeting may be taken up out of its regular order, or any special business may be taken without notice, only when a motion of urgency has been passed by a majority of not less than two-thirds of the members present.

10. The standing orders shall not be suspended unless by a unanimous vote.

11. The presiding officer shall have a casting vote in case of a tie, but shall not otherwise vote as a member.

12. The federation of Local Councils and Nationally Organized Societies shall be accepted on the following terms :

1. Receipt of formal letter enclosing copy of resolution passed at meeting requesting federation of Local Council or Nationally Organized Society.

2. A copy of the Constitution adopted or of the Rules of the said Society.
  3. Approval of the Executive Committee expressed by resolution.
  4. Payment of Affiliation Fee on application of the Treasurer, who shall report its receipt to the next meeting of the Executive Committee.
13. All matters to be brought before the Provincial Legislatures by Local Councils must first receive the endorsement of the Executive Committee of the National Council.
14. The above standing orders shall be observed by the Sub-Committees so far as they are applicable.

## HINTS ON HOW TO ORGANIZE NEW LOCAL COUNCILS OF WOMEN.

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1. Apply to the President, Lady Taylor, 49 Madison Avenue, Toronto, or to the Corresponding Secretary, Miss Teresa F. Wilson, Central Office, for copies of the Constitution and Rules and papers bearing on the aims and working of the Council.

2. Distribute these papers to ladies representing the different churches, societies and institutions in the district, who would be likely to take an interest in the formation of such an organization.

3. Invite these ladies to come to a little private meeting to discuss the possibility of forming a Local Council in your district and to have a little friendly talk about it. Be sure you understand the Constitution and the aims of the Council before this meeting, or have some one present who does and who will be able to answer questions.

4. If the general feeling of these ladies is favorable to going forward, let a small Provisional Committee be appointed to arrange a public meeting at a suitable date, when the whole subject can be brought before the public, and especially before the members of local societies and institutions connected with women and children.

5. The first duty of this Provisional Committee is to obtain a list of all existing societies, guilds, institutions of all descriptions, schools, clubs, etc., which could be represented on a Women's Council. Then let an invitation be sent to the officers and members of each such organization to attend the meeting, enclosing papers explaining the work of the Council.

NOTE.—Sometimes it may be found best to call a preliminary meeting of the presidents and secretaries of all local societies before arranging the public meeting.)

6. Let seats on the platform be reserved, if possible, for the presidents of local societies, and seats in the centre of the hall for members of these societies.

7. Make it quite clear that this is a public meeting and that all ladies and gentlemen will be welcome.

8. Invite the prominent officials of the district and the leading clergy of all denominations to be present, and provide seats on the platform for as many as possible.

9. Let some lady be prepared to explain the aims of the Council, what it really means and what it can accomplish, and let her also be ready to answer any questions; then two ladies should be prepared to move and second a resolution to the effect "that a Local Council of Women, in affiliation with the National Council of Women of Canada, be formed for the district of—, and that the Constitution and Standing Orders recommended by the National Council for Local Councils be adopted." This will throw open the question for general discussion.

NOTE.—If the feeling is favorable to the formation of a Council and the resolution is carried, it is advisable that another resolution nominating provisional officers should be proposed, and, with this in view, the ladies responsible for the management of the meeting should have consulted together as to which representative ladies would be willing to act in this capacity, and should be prepared with a list. Great care should be taken that these ladies should represent the different churches and political parties, and that those chosen for president and secretaries especially should understand and be in earnest about the work.

10. It is generally found desirable to invite some of the prominent gentlemen present to say a few words at some stage of the proceedings, either during the discussion of the resolution or later, as it is most essential that the men in the district should understand the objects of the Council from the outset and be willing to co-operate with it. If some of them will join at once as patrons it will be very helpful in all ways.

11. Before the meeting breaks up, the representatives of local societies present should be asked to bring the work of the Council before their Executives, with a view to affiliation; but, in addition to this, the first care of the newly appointed officers should be to send a formal announcement of the formation of the Local Council to each society, with an invitation to affiliate. The presidents of all organizations which affiliate become members of the Executive Committee.

12. At such time as the Executive Committee may deem fit, the first regular meeting of the new Local Council will be called, when the appointment of the provisional officers should be confirmed, or new ones elected in accordance with the standing orders

adopted, and when the secretaries of affiliated societies should be requested to read a short report of the aims and work of each of their societies. It is very desirable that some paper should be read at this meeting on a subject of general interest, indicating some line of work in which all can join for the common good of the neighborhood. Such common action is the best method of making the Council idea understood by the public.

13. It is desirable that fixed dates for the meetings of the Executive should be decided upon, and that it should also be agreed that so many general meetings of the Council be held in the year.

14. A formal notice of the formation of the Local Council, with names of officers appointed and copy of resolution passed, with application for affiliation, should be forwarded by the provisional Corresponding Secretary to the Corresponding Secretary of the National Council as soon as possible after the first meeting. The affiliation fee should be sent by the local Treasurer to the National Council Treasurer as soon as funds may permit.

NOTE.—It is not wise to form a Local Council unless it seems possible to secure the adhesion of representatives of the different sections of the people in the district.

# CONSTITUTION

## Recommended by the National Council for LOCAL COUNCILS

IN FEDERATION WITH THE

### National Council of Women of Canada.

—  
**PREAMBLE.**

Believing that the more intimate knowledge of one another's work will result in larger mutual sympathy and greater unity of thought, and therefore in more effective action, certain Associations of Women, interested in Philanthropy, Religion, Education, Literature, Art and Social Reform, have determined to organize Local Councils, and to that end join in the following

**CONSTITUTION.**

**ARTICLE I.—NAME.**

This Federation shall be called the Local Council of.....  
.....in affiliation with the National Council of Women of Canada.

**ARTICLE II.—POLICY.**

The aim of a Local Council is to bring the various Associations of Women in.....into closer relations through an organized union; but no Society entering a Local Council shall thereby lose its independence in aim or method, or be committed to any principle or method of any other Society in the Council, the object of which is to serve as a medium of communication and a means of prosecuting any work of common interest.

**ARTICLE III.—MEMBERS.**

**SEC. 1.**—Any Society of Women, the nature of whose work is satisfactory to the Executive Committee of a Local Council, may become members of said Local Council by its own vote.

SEC. 2.—The women of any organization, composed of both men and women, may associate themselves by their own vote and join said Local Council.

SEC. 3.—Any women representing organized Societies of Women which by reason of internal regulations cannot affiliate, and which it is at the same time desirable to have represented, may be invited by the President and Executive to join the Committee.

#### ARTICLE IV.—OFFICERS.

The Officers of a Local Council shall consist of a President, one or more elected Vice-Presidents, ex-officio Vice-Presidents (Presidents of all Societies federating in a Local Council), a Corresponding Secretary, a Recording Secretary and a Treasurer.

These Officers shall comprise the Executive Committee, whose business it shall be to control and provide for the general interests of the Council. Five members shall constitute a quorum of this Committee.

#### ARTICLE V.—MEETINGS.

SEC. 1.—A Local Council shall hold Annual Meetings for the Election of Officers and other business.

SEC. 2.—The Committee of Arrangements shall consist of the Executive Committee.

SEC. 3.—At the Annual Meeting each Society belonging to the Council shall have three votes (exclusive of that cast by the President).

SEC. 4.—All other Members of any Society belonging to the Council may have the privilege of participating in all discussions that may arise at the Annual Meeting, but may not vote.

SEC. 5.—Other meetings of a Local Council may be held from time to time as may best promote the interests of said Council.

SEC. 6.—All new business to be brought before the Annual Meeting of a Local Council must first be submitted to the Executive Committee as a notice of motion.

#### ARTICLE VI.—FEES.

Each Society federating in a Local Council shall pay an annual fee of \$                      towards the expense fund of the said Council.



## ARTICLE VII.—PATRONS.

SEC. 1.—Any person whose name is acceptable to the Executive Committee may become a Patron of a Local Council upon the payment of \$5.00 annually, or \$50.00 at one time.

SEC. 2.—The names of Patrons shall be placed with those of the Executive Committee, on all printed documents.

SEC. 3.—Any person whose name is acceptable to the Executive Committee, and who is not connected with any affiliated Society, may become a member of the Local Council on payment of \$1.00 annually, and may take part in the proceedings and discussions of the public meetings of the Council, but is not entitled to vote. Such members shall receive free all literature published by the Council.

SEC. 4.—Any person whose name is accepted by the Executive Committee may become a Life Member of the Local Council on payment of a fee of \$15.00, and may take part in the proceedings and discussions of the public meetings of the Council, but is not entitled to vote. The names of such Life Members shall be printed immediately after those of the Life Patrons of the Local Council, and they shall be entitled to receive free all ordinary literature published by the Local Council.

## ARTICLE VIII.—AMENDMENTS.

This constitution may be altered or amended by a two-thirds vote of a Local Council at any annual meeting, provided that such alteration be in harmony with the Constitution of the National Council, notice of the proposed change having been sent to the Executive of the National Council two months, and to each Society belonging to the Council at least one month, prior to such Meeting.

## STANDING ORDERS

RECOMMENDED FOR THE USE OF

## LOCAL COUNCILS

IN FEDERATION WITH THE

## National Council of Women of Canada.

NOTE.—Unless otherwise specified the words Council and Executive Committee shall be held to mean Local Council and its Executive Committee.

## I.—MEETINGS.

1. The Annual Meeting of the Council shall be held during the last week in January of each year, unless an alteration of the date is deemed advisable by the Executive Committee.

2. The Council shall hold three regular public meetings (exclusive of the Annual Meeting) during the year, the date of such meeting to be left to the Executive Committee to decide.

3. Special Meetings of the Council for urgent business may be convened by the President at her own discretion, or at the request in writing of three members of the Executive Committee.

4. Standing Committees and Sub-Committees may be appointed by the Council as may be found necessary for the efficient carrying on of the business of the said Council. Each of such Committees shall appoint a Secretary, who shall present a report, first to the Executive Committee, and then at one of the regular public meetings. The President and Corresponding Secretary shall be ex-officio members of all such Committees.

5. The order of business at the Annual Meeting of the Council shall be as follows :

1. Prayer.
2. Roll Call.
3. Minutes of last Annual Meeting.
4. President's opening remarks.
5. Correspondence.
6. Appointment of members of the Council as returning officers and tellers for the ballot voting, if necessary.
7. Annual Report and Financial Statement.
8. Appointment of Auditor.
9. Reports of Local Societies and Institutions.

10. Election of Officers.
11. Amendments to Rules and Standing Orders (if any).
12. Motions of which due notice has been given to the Executive Committee, and by them to each Affiliated Association, and Amendments relevant to the motions before the meeting.
13. Other business.

(This order to be followed as nearly as possible at all public meetings.)

6. A preliminary agenda for the Annual Meeting shall be sent out to each affiliated Society and Institution two months before the Annual Meeting, and shall be laid before each such body for discussion along with the nomination papers for officers, in order that suggestions as to any notice of amendment, alteration, support or withdrawal may be sent back to the Executive Committee three weeks after its receipt. The final agenda, as amended, shall be returned a month before the Annual Meeting in order that each Society may be able to consider it at their ordinary monthly meeting and instruct their delegates how to vote.

7. The responsibility for the appointment and instruction of delegates to the Annual Meeting rests solely with the bodies appointing, and delegates are required to act in strict accordance with the instructions of the affiliated Society or Institution which they represent, and on points which may incidentally arise, as far as they can judge in accordance with the spirit of that organization, and not as individuals.

8. Resolutions from affiliated Societies and Institutions must be received by the Corresponding Secretary two months before the Annual Meeting, in order that they may be placed on the preliminary agenda and be sent out for the consideration and amendments of the affiliated organizations. Amendments can be sent in when the preliminary agenda is returned to the Corresponding Secretary.

9. Motions shall be placed on the agenda either by the Executive Committee or by any of the affiliated bodies, but no resolution shall be sent in by an individual.

10. Delegates shall occupy seats, allotted by previous arrangement, to the representatives of affiliated Societies and Institutions.

11. The public is privileged to attend the meetings of the Council, not including the meetings of the Executive Committee.

12. If a two-thirds majority of the National Executive Committee deem any resolution sent up by the Local Councils or Nationally Organized Societies in federation unsuitable or inadvisable for presentation to the Council, it shall not be placed on the agenda for the Annual Meeting of said Council. The votes composing the above two-thirds majority shall be given, either personally or in writing, by the actual members of the said National Executive Committee.

#### II.—DUTIES OF OFFICERS.

1. The President, or in her absence, one of the elected Vice-Presidents, shall preside at all meetings of the Council and its Executive Committee. She shall take a general supervision of all its work.

2. One of the elected Vice-Presidents of the Council shall act in the absence of the President, or the Executive Committee may appoint an Acting President.

3. The Corresponding Secretary shall conduct all the correspondence of the Council, she shall present a report at the Annual Meeting and keep a complete roll of all affiliated Societies and their authorized representatives, and shall prepare an agenda for all meetings of the Council and its Executive Committee.

4. The Recording Secretary shall keep careful minutes of the proceedings of meetings of the Council and of the Executive Committee of the same.

5. The Treasurer shall receive, collect and hold all moneys of the Council, disbursing the same by order of the President. She shall pay out all accounts by means of cheques, and shall have her book audited by an auditor appointed by the Council, before presenting her Annual Report. All subscriptions and fees shall be acknowledged by official receipt, signed by the Treasurer.

#### III.—ELECTION OF OFFICERS.

1. Papers for the nomination of the Officers of the Council shall be sent out by the Executive Committee to each affiliated Society and Institution two months before the Annual Meeting, and shall be returned by them within three weeks after receipt to the Corresponding Secretary, filled in in accordance with the instructions of each affiliated Society or Institution.

2. Nominations for officers of the Council may be made by each affiliated Society or Institution, and by the Executive Committees of the Council, but not by individual officers of the same.

3. The election of officers shall be by ballot.

4. The Corresponding Secretary shall make a list of all nominations received, and shall send a copy of such list to each officer of the Council, affiliated Society or Institution of the Council, one month before the Annual Meeting, in order that each affiliated Society or Institution may be able to instruct its delegates to vote for the candidates which it prefers.

5. The ballot papers for the election of the general officers shall be supplied to each delegate by the returning officers. The voters shall be required to mark their papers and hand them to the returning officers. No delegate shall receive a second ballot paper, except from the returning officers in exchange for the one previously given.

6. In the case of the resignation or death of an officer during her term of office, a successor shall be elected by the Executive Committee to serve during the remainder of such term.

#### IV.—RULES OF ORDER.

1. Every person when speaking shall stand and shall address the Chair.

2. Every motion shall be read by the presiding officer before it is open to debate or amendment. Only two amendments shall be proposed at one time to a motion or question. In other words, there may be only three questions at one time before the Council: the main motion, an amendment, and an amendment thereto; but when an amendment to an amendment is disposed of, another amendment can be proposed, provided it is not one similar to that already voted on. A motion for the adjournment of Council or debate is always in order under such circumstances.

3. Amendments must be relevant to the subject matter of the original motion.

4. Motions and amendments shall be voted on in the reverse order to that in which they are submitted, the last amendment being thus voted on first.

5. All special motions shall be in writing, and shall be seconded before being put from the chair, but motions for adjournment of Council or of debate, or for the previous question, or mere routine business need not be written.

6. A motion that is not seconded may not be read from the Chair, and no entry thereof shall be made in the minutes.

7. A motion may be withdrawn with the consent of the whole Council present, or, in other words, without a negative voice.

8. No question or motion can be regularly offered if it is substantially the same as one on which the judgment of the Council has already been expressed during the meeting of the Council.

9. Any member may require the question under discussion to be read at any time of the debate, but not so as to interrupt a speaker.

10. A motion to adjourn is always in order, and shall be voted on without debate, when there is a question under consideration; when there is no such question under discussion, and the motion for adjournment is a substantive or main motion, a debate thereon is permissible, but it must be confined to the question of adjournment. A motion to adjourn cannot be amended, and must be simply, "That the Council be now adjourned," or "That the debate be now adjourned." A motion that the Council do adjourn to a particular day or hour, or, "That the debate be adjourned to a particular day or hour," is always amendable with respect to day or hour.

11. The presiding officer may at any time take the opinion of the Council as to the length of time to be allowed for the discussion of any motion, and shall then, at her own discretion, limit the time for the speaker.

12. No member shall speak twice to a motion or question, except in explanation of a material part of a speech in which she may have been misconceived, but then she shall not introduce new matter. A member who has spoken to a motion may speak again when a new question or an amendment is proposed to the motion. A reply shall be allowed only to the mover of a main or substantive motion.

13. When two or more members rise to speak, the presiding officer shall call upon the member who, in her opinion, first rose in her place; and should more than one member rise at once, the presiding officer shall determine who is entitled to the floor.

14. No member shall speak to any question after the same has been fully put by the presiding officer.

15. The presiding officer, or any member of Council, may, at the close of any speech, propose, without debate, "That the question be now put;" and if the motion be seconded and carried by a majority, the original resolution, or the resolution as amended, shall be at once put without debate.

16. When a debate on a question is concluded, the presiding officer shall proceed to put the question. If a question has not been heard she shall read it again to the meeting. Having read the question on which the decision of the meeting is to be first given, she shall take the sense of the members by saying, "Those who are in favor of the motion or amendment shall say aye;" "those who are of the contrary opinion shall say no." When the supporters or the opponents of the motion have given their voices for and against the same, the presiding officer shall say, "I

think the ayes have it," or "I think the noes have it," or "I cannot decide." Any member of the Council feeling a doubt as to the correctness of the decision may call for a division.

17. If a member was not present in the hall and did not hear the question read or "put" by the presiding officer, she shall not vote on that question.

18. On the general business of the Council, the sense of the delegates shall be taken in the usual parliamentary method of asking for ayes and noes as prescribed in the foregoing order. In cases where a division is called for, the vote shall be taken by calling over the roll of affiliated bodies, when the vote of each such body shall be given by the delegate or delegates present.

19. The presiding officer shall have a casting vote when there is a tie, but shall not otherwise vote as a member of the Council.

20. In the event of the full number of delegates from any affiliated Society or Institution not being able to attend, the full number of votes to which each such body is entitled shall be given by such delegate or delegates as are present.

21. The presiding officer shall decide all questions of order, subject to an appeal to the Council, and in explaining a point of order or procedure, she shall state the rule or authority applicable to the case.

22. Local Councils shall not bring any matters before the Provincial Legislatures without first receiving the endorsement of the Executive Committee of the National Council.

23. When any doubt arises on the proper procedure to be followed, reference shall be made to Dr. Bourinot's Book on "Parliamentary Procedure and Procedure at Public Meetings."

#### V.—AMENDMENT OF STANDING ORDERS.

1. The by-laws may be altered or amended at any time by a two-thirds vote of the Council, notice of proposed change having been given at a previous meeting.

## STANDING ORDERS

RECOMMENDED FOR THE USE OF

### EXECUTIVE COMMITTEES OF LOCAL COUNCILS

IN FEDERATION WITH THE

## National Council of Women of Canada.

(NOTE:—Unless otherwise specified the words Council and Executive Committee, shall be taken to mean Local Council and its Executive Committee respectively.)

#### 1.—MEETINGS.

1. The meetings of the Executive Committee shall be convened by the President, or Acting President, at such times and places as may seem to her desirable for the efficient conduct of the work of the Council. Not less than a week's notice shall be given to each member, unless most urgent business compels the Committee being called together at short notice.

2. Special meetings shall be called by the President at the request in writing of any three members of the Executive Committee. 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.

3. 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.

4. At the ordinary meetings of the Executive Committee the order of business shall be :

1. Prayer.
2. Roll Call.
3. Reading, Correction and Approval of the Minutes of last meeting.
4. Correspondence.
5. Report of Corresponding Secretary.
6. Report of Treasurer.
7. Reports of Sub-Committees (if any).
8. Any business carried over from last meeting.
9. New business.



## II.—RULES OF ORDER.

1. Every member of the Executive Committee when speaking shall address the Chair only.

2. All correspondence received since last meeting shall be upon the table, filed according to subject and date. Such general correspondence as the Executive 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.

3. All correspondence of importance received by the Corresponding Secretary, or copies thereof, 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 Committee.

4. The minutes, a memorandum of notes sent by absent members and a record of attendance shall be kept by the Recording Secretary.

5. Every notice of motion for the agenda shall be sent in to the Corresponding Secretary in writing, and shall be signed by the member of the Committee sending it in.

6. All motions or amendments, other than mere formal ones, shall be reduced to writing.

7. Motions to rescind resolutions passed within six months, and motions to the same effect as motions negatived within the previous six months, must be passed by a majority of two-thirds of the members present.

8. Any part of the regular business of a meeting may be taken up out of its regular order, or any special business may be taken without notice, only when a motion of urgency has been passed by a majority of not less than two-thirds of the members present.

9. The standing orders shall not be suspended unless by a unanimous vote.

10. The presiding officer shall have a casting vote in the case of a tie, but shall not otherwise vote as a member.

11. 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.

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

1. Receipt of formal letter enclosing copy of resolution passed at meeting requesting the affiliation of Local Society or Institution.
  2. A statement of the aims and objects of said Society or Institution.
  3. Approval of the Executive Committee expressed by resolution.
  4. Payment of Affiliation fee.
13. The above Standing Orders shall be observed by the Sub-Committees so far as they are applicable.
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### List of the National Council's Achievements.

1. It obtained the introduction of Manual Training and Instruction in Domestic Science into the Public Schools of Ontario, and the training of teachers so that they may be able to give instruction in these arts. It has also given an emphasis to the same movement in other Provinces.
2. It has obtained the appointment of Women Factory Inspectors for factories and workshops where women are employed, in the Provinces of Quebec and Ontario.
3. It has obtained the extension of the provisions of the Factory Act to the Shops Act in Ontario as regards the supervision of women workers, and is taking steps to promote the same extension in the Province of Quebec.
4. It has obtained the appointment of women on the Boards of School Trustees in New Brunswick, and the amendment of the School Act so that they may be elected in British Columbia. It has also compiled a report on the regulations and methods of electing members of School Boards in all the seven Provinces, in which much variety exists.
5. It has brought about very desirable changes in the arrangements for women prisoners in various places, notably in the City of Quebec, where matrons are now in charge of the women, and young girls are sent to a separate institution.
6. It has organized in various centres Boards of Associated Charities, or other systems of co-operation in the relief of distress, and is still working in this direction wherever it has opportunity so to do, and has circulated a valuable paper on the problem of the unemployed.
7. It has established Hospitals in some of its smaller centres.

8. It originated the idea of the Victorian Order of Nurses, and has taken a leading part in its establishment in different centres.

9. It has organized Cooking Schools, Cooking Classes, and at Quebec is helping in the formation of a Training School for Domestic Servants.

10. It has spread sanitary knowledge, especially by means of Health Talks for Mothers given by physicians in Montreal. This has been particularly successful both amongst the French and English mothers.

11. It has held an inquiry all over the country into the circulation of impure literature, and has been able to do something to lessen it already, as well as to warn parents and teachers as to the very great danger that exists in this direction. It hopes to be able to do more by legislation and by the circulation of healthy and interesting literature.

12. It inaugurated the National Home Reading Union to promote habits of good and systematic reading, and this Union has now become a Nationally Organized Society in federation with the Council.

13. It instituted inquiries into the conditions surrounding working women in several centres, and urged on its members various methods of working for their amelioration.

14. It conducted an inquiry in all the Provinces into the Laws for the Protection of Women and Children, and laid certain recommendations before the Minister of Justice, which he adopted when bringing in amendments to the Criminal Law in 1899. These amendments did not become law because of lack of time for their final consideration, but the Council again pledged itself earnestly to support their adoption and they were finally passed in both houses during the Session of 1900.

15. It is earnestly concerning itself in the care and treatment of the aged poor, and also of the feeble-minded.

16. It calls on all its members to unite in efforts for the protection of animal and bird life from useless destruction in the interests of fashion.

17. Through one of its affiliated Societies, it is endeavoring to plan for the better care and wiser distribution of women immigrants than has hitherto been possible. In the case of the Doukhoborts it has raised a loan fund for providing the women with materials for drawn work and embroidery and has given them much needed assistance during their first winter in Canada. The Standing Committee appointed to further this work has devoted itself to the encouragement of Doukhobor work as a home industry and has arranged for sales of their work through the agency of the Local Councils.

18. It is pledged to co-operate with the medical authorities in urging immediate measures to be taken to check the ever increasing ravages of consumptive diseases in this country; to spread a knowledge of the subject, and to bring responsibility home to individuals.

19. It desires to promote systematic instruction in Art Design adaptable to Industries and Manufactures, as opening up a field full of opportunities for women.

20. On several occasions the pressing needs of the women and children of a city, partially destroyed by sudden fire, have been relieved at a few hours notice by the combined action of a Council of Women in a neighbouring city, whose organization gave it the opportunity to render prompt and efficient help.

21. At the desire of the Red Cross Society, it assisted in organizing Branches of this Society all over Canada for the relief of sufferers during the War in South Africa.

22. At the request, and at the expense, of the Dominion Government, it has compiled a Hand-book of information on matters relating to Canadian women and their work, primarily for publication and distribution at the Paris Exhibition. One thousand copies were presented to the National Council; these have been distributed among its members and others, and are proving of real value and assistance to the women workers of the Dominion.

23. At the instigation of the Kingston Local Council, and with the co-operation of the other Local Councils, it succeeded in petitioning the Ontario Government for the restoration of the monument to Lord Sydenham, which was destroyed by fire when the Kingston Cathedral was burnt. The Provincial Government not only acquiesced, but placed the sum of \$500.00 in the hands of the Kingston Local Council, requesting them to supervise this undertaking.

Resolutions passed at Annual Meetings by the National Council of Women of Canada since its formation on October 26th, 1893.

	Date and Reference.
<b>I.—RELATING TO THE CONSTITUTION:</b>	
Adoption of Constitution for the National Council and of Recommended Constitution for Local Councils .....	1894.. Vol. I, p. 18
Amendment of Article V, Section 2 .....	1895.. " II, p. 166
Amendment of Article V, Section 3 .....	1895.. " II, p. 166
Amendment of Article VII of both Constitutions, by addition of Section <i>re</i> Life Members .....	1899.. " VI, p. 224
Amendment of Article III by addition of Section <i>re</i> First President .....	1900.. " VII, p. 51
Amendment of Article III by addition of Section <i>re</i> Conveners of Standing Committees .....	1900.. " VII, p. 51
<b>II.—RELATING TO THE STANDING ORDERS:</b>	
Adoption of Standing Orders of National Council and its Executive and of the same recommended to Local Councils .....	1895.. Vol. II, p. 166
Amendment to Standing Orders Section 1, No. 6 recommended to Local Councils .....	1896.. " III, p. 176
Amendment to Standing Orders Section III, recommended to Local Councils by addition of three new clauses <i>re</i> preliminary agenda and nomination of officers .....	1896.. " III, p. 176
Amendment to Standing Orders for the National Council and for Local Councils by addition of clause <i>re</i> rejection of unsuitable resolutions .....	1896.. " III, p. 177
Amendment to Standing Orders for the National Council and for Local Councils by addition of clause <i>re</i> President and Secretary being <i>ex-officio</i> members of Standing Committees .....	1899.. " VI, p. 234
Amendments to Standing Orders of a verbal nature made by Sub-Committee by permission of Council .....	1900.. " VII, p. 51
<i>Recommendations passed at Annual Meeting:</i>	
<i>Re</i> Votes of Hon. Vice-Presidents; Duties of Provincial Vice-Presidents .....	1897.. " IV, p. 259
<i>Re</i> Patrons and Council Aid Fund .....	1898.. " V, p. 156
<i>Re</i> Sending in to Headquarters of Local Council Reports .....	1898.. " V, p. 338
<i>Re</i> Time of opening Annual Meetings .....	1898.. " V, p. 341
<i>Re</i> Voting of Delegates .....	1898.. " V, p. 344

RESOLUTIONS PASSED AT ANNUAL MEETING—*Continued.*

## III.—RELATING TO SUBJECTS OF INTEREST TO THE COUNCIL.

SUBJECT.	MOVED BY	Date & Reference
Promotion of Patriotic Feeling .....	Miss Harmon, Ottawa .....	1894, vol. I, p. 103
Appointment of Women Inspectors for Factories and Workshops where Women are employed.....	Mrs. Lye, Toronto .....	110
International Arbitration .....	Mrs. McDonnell, Toronto .....	112
Appointment of Police Matrons .....	Mrs. McDonnell, Toronto .....	112
Manual Training for Girls in Public Schools .....	Mrs. Hoodless, Hamilton .....	114
Endorsement of Formation of National Council .....	Earl of Aberdeen .....	180
Broad Basis of National Council .....	Judge Routhier .....	191
Appreciation of Press for Suppres- sion of Criminal News .....	Mrs. G. Macdonald, Tor. ....	1895, v. II, p. 167
Length of Working Hours for Women and Children in Factories .....	Miss Macliar, Kingston .....	173
Representation of Women on Boards of Philanthropic Institutions .....	Mrs. Stevenson, Mont. ....	171
Audible Prayer at Opening of National Council Meetings .....	Mrs. Boomer, London .....	185
Duty on Opium .....	Victoria Local Council .....	213
Statistics regarding Women in Can- ada .....	Miss Murray, St. John .....	216
Alteration of existing law regarding Bigamy by Canadian Subjects in United States .....	Executive Committee .....	219
Insufficient Factory Inspection .....	Mrs. McDonnell, Toronto .....	222
Study and Practice of Applied Design Training Courses for Manual Arts in the Normal Schools .....	Mrs. McNaughton, Mont. ....	225
Need of Medical Aid in outlying Districts in Canada .....	Mrs. Hoodless, Hamilton .....	1896, v. III, p. 382
Commitment of Insane and Imbecile who are now sent to Jail .....	Mrs. R. Reid, Montreal .....	439
Present Increase of Insanity .....	Executive Committee .....	445
Proper Care of the Teeth of Chil- dren in the Public Schools .....	Executive Committee .....	454
Immigration of Pauper Children .....	Mrs. Lyle, Hamilton .....	457
Establishment of Public Baths and Washhouses .....	Mrs. English, London .....	470
A National Home Reading Union for the Dominion .....	Mrs. Drummond, Mont. ....	486
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<p>American Cottage Home.            American Household Journal.            American Fireside and Farm.            American Homestead.            Agent's Guide.            American Farmer.            American Agent.            Agents' Herald.            American Nation.            Advance.            Breeze.            Chicago Despatch or Chicago Democrat.            Climax.            Chicago Mascot.            Cheerful Moments.            Cupid's Columns.            Detroit Sunday Sun.            Detroit Sunday World.            Fax's Weekly.            Gil Blas (Illustré).            Household Companion.            Home.            Hearthstone.            Home Circle.            Home and Fireside.            Hours at Home.            House and Home.            Illustrated Monthly Fireside Gems.</p>	<p>Illustrated New York News.            Illustrated Companion.            Illustrated Record.            London Illustrated Standard.            Krums of Komford.            La Vie Parisienne.            Mercury.            Sunday Telegraph Mercury.            Merry Maker.            Music and Drama.            Metropolitan and Rural Home.            Modern Stories.            Our Country Home.            People's Journal.            Public Herald.            Police Gazette.            Police News.            Rambler,            Social Visitor Magazine.            Standard.            Treasury Home.            Truth Seeker.            Vanity Fair.            Welcome Friend.            Welcome Visitor.            Youth and Home.            Yank.            The Columbia.            Young America.</p>
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## The International Council of Women.

The International Council is a federation of the National Councils or Unions formed in various countries. The preamble to the Constitution indicates the bond of Union which unites the members together.

It runs as follows :—

We, women of all Nations, sincerely believing that the best good of humanity will be advanced by greater unity of thought, sympathy, and purpose, and that an organized movement of women will best conserve the highest good of the family and of the State, do hereby band ourselves in a confederation of workers to further the application of the Golden Rule to society, custom, and law.

[THE GOLDEN RULE—*Do unto others as ye would that they should do unto you.*]

### OBJECTS OF THE INTERNATIONAL COUNCIL.

(a) To provide a means of communication between women's organizations in all countries.

(b) To provide opportunities for women to meet together from all parts of the world to confer upon questions relating to the welfare of the commonwealth and the family.

### GENERAL COUNCIL.

1. This International Council is organized in the interests of no one propaganda, and has no power over its members beyond that of suggestion and sympathy; therefore, no National Council voting to become a member of the International Council, shall render itself liable to be interfered with in respect to its complete organic unity, independence, or methods of work, or shall be committed to any principle or method of any other Council, or to any utterance or act of this International Council, beyond compliance with the terms of this Constitution.

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The International Council held its second Quinquennial Session in London, June 26th to July 3rd, 1899, during the meetings of the International Congress. Each Federated National Council had the right to send three Delegates to take part in the deliberations, and the Delegates sent by the National Council of Women of Canada were:—

Mrs. Boomer, London, Ont., to represent the President; Mrs. Frank Gibbs, West Algoma; Mrs. Willoughby Cummings, Toronto.

The Committee of Arrangements was in the proud position, at the end of the Congress, of having a balance at hand. The receipts amounted to about \$6,000, of which \$5,000 was made by sale of tickets and literature, the rest was raised by donations. The heaviest items of expenditure were hire of halls, \$2,000, and printing, \$1,700; but the Committee were able to set aside \$1,500 for the printing of the transactions, and still have a balance of nearly \$600 to hand over to the next Quinquennial administration of the International Council.

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### FORM OF BEQUEST.

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I beg to bequeath to the National Council of Women of Canada the sum of\* .....  
to be paid to the Treasurer for the time being of the said National Council of Women of Canada, free of all deductions whatever, the receipt of said Treasurer to be an effectual discharge of same.

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\*The sum to be written in full.