

The treasurer shall present at the annual meeting a detailed statement of all monies received and paid out, with balance on hand, and shall hand over to her successor all monies, books, papers &c. pertaining to her office taking a receipt therefor.

11. It shall be the duty of the Board of Directors to exercise a general supervision over the affairs of the Institute having authority to act on all matters of interest when the Institute is not in session, it shall direct the payment of all monies from the treasurer and one Director shall be appointed by the Board of Directors for each division to arrange for one or more papers, essays, addresses &c. for each division at each meeting, the President and Secretary alone being exempt from that duty. The Directors so appointed to remain in charge of the programme for her division three (3) months.

12. It shall be the duty of the Executive Committee to carry out the wishes of the Board of Directors.

13. In case of a tie vote on the Board of Directors the President has two votes.

14. The order of business at the annual meeting