

22. At the annual meeting members may suggest points in the District where institute meetings may be held during the succeeding institute year, first as to regular, and secondly as to supplementary meetings.

23. At the annual meeting the executive officers for the past institute year shall, through the secretary-treasurer, present to the meeting in writing a carefully prepared report of the proceedings of the year, in which shall be stated the number of institute meetings held since the last annual report, the attendance at each session, the total number of papers read and addresses delivered, and a statement of the financial condition of the institute. The financial statement shall first be audited and certified thereto by the auditors.

24. The annual meeting shall be devoted to the business of the institute as specified in clauses 20, 21, 22 and 23, and in carrying out the "Programme of the Annual Meeting," and in considering ways and means whereby the institute can be improved.

25. The annual meeting shall be advertised by mailing to each member, at least ten days before the date thereof, an announcement calling the members together. Said announcement shall specify the date, place, and hour of meeting, and shall contain a programme of said meeting. If the executive deem it in the interest of the institute, posters and newspaper advertising may also be employed to make this meeting publicly known.

Order of Business for Annual Meeting.

26. (1) President's report.
- (2) Discussion thereon.
- (3) Report of the executive presented in writing by the secretary-treasurer.
- (4) Auditors' report presented in writing.
- (5) Suggestion of points at which to hold regular meetings.
- (6) Suggestion of points at which to hold supplementary meetings.
- (7) Election of directors ; election of auditors.
- (8) Suggestions as to how the institute can be improved or made more useful, if this has not already been considered by the president in his opening address and in the discussion following.
- (9) Addresses, etc.

27. At the close of the annual meeting the new board of directors shall meet and elect from among themselves a president and a vice-president, and shall finally decide at what points in the District regular and supplementary meetings shall be held during the current institute year. The points selected shall be entered on page C of the secretary's minute book, and a copy of this page shall be sent to the Superintendent and shall be considered as part of the report of the annual meeting.

28. The board of directors shall, at the close of the first annual meeting, and when afterwards necessary, appoint from among themselves or otherwise a secretary-treasurer, who shall remain in office during pleasure.

29. In case an institute shall, through any cause, fail to hold its annual meeting within the time specified, the Superintendent may appoint a date for holding same, the meeting to be called as provided for the regular annual meeting, and this meeting shall, in all particulars, be taken as the annual meeting of the institute.

OTHER GENERAL MEETINGS.

30. In addition to the annual meeting, each institute shall hold at least four meetings each year, at which papers shall be read or addresses delivered on topics relating to agriculture, horticulture, dairying, or kindred subjects. Free discussion shall be encouraged. (See explanation, page 6, clause B.)

31. All institutes organized under the Act shall be strictly non-partizan and non-sectarian in every phase of their work, and no institute shall be operated in the interest of any party, sect, or society, but for the equal good of all citizens and the farming community.

32. No subject shall be presented at an institute meeting, or discussion allowed, of a political or sectarian nature ; nor shall any speaker be allowed in his lecture, essay, or speech, or in any discussion, to advertise wares or schemes in which he has a direct or indirect pecuniary interest. The delegates and officers of the institute shall see that the exercises are not subordinated to any low or frivolous entertainments or to the aggrandizement of any individual, party, or sect.

33. The regular delegation shall visit two points in one year in each institute district, or when said delegation spends two days at one place, that point only shall be visited. The Government will defray the cost of sending these delegates, but officers and members of institutes are expected to lighten as far as possible the expenses of delegates while in their District.

34. Should any institute require a speaker or speakers at any other period during the year to assist in holding supplementary meetings, application for assistance shall be made to the Superintendent at the time of reporting the annual meeting. The Department will pay for the services of such supplementary speaker or speakers for four days in each year for each institute District, but the institute requiring the services of said speaker or speakers shall pay all legitimate expenses from the time said person or persons leave home until they return thereto. When a delegate or delegates address meetings in more than one District, the expenses will be equitably divided between said institutes and collected from the institute or deducted from their grant.

35. If an institute decides to hold supplementary meetings other than those asked for at the time of reporting the annual meeting, or for more than four days during one year, said institute shall pay all expenses and wages. This clause shall not apply to the annual meeting.

36. If a regular or supplementary meeting has been granted, and the time and place published in the Annual Bulletin, no change shall be made in said time or place. Any institute failing to hold a supplementary meeting, published as aforesaid, shall be required to pay the expenses notwithstanding.

37. All requests for assistance to hold agricultural, horticultural, live stock or dairy meetings shall be made through the secretary of the District institute. Applicants should state what subjects they wish the speakers to discuss.