direct.

All securities and other intangible property owned by the parish as well as other valuable documents and instruments of writing shall be deposited by the treasurer in the name of the vestry in such safety deposit box as the vestry may direct from time to time, subject to withdrawal by the treasurer, or such member of the vestry, jointly or otherwise, as the vestry may from time to time prescribe.

(c) Vestry to authorize disbursements.

No money shall be expended for any purpose unless authorized by the vestry; ordinary recurring expenditures may be authorized by a general order; but nonrecurring expenditures shall be specifically authorized from time to time as the exigencies for such disbursements shall arise.

(d) Bond.

The treasurer shall give corporate surety bond conditioned on the faithful performance of his duties in such penalty as the vestry may from time to time require, the premium thereon to be paid by the vestry.

(e) Account of receipts and disbursements; annual audit.

The treasurer shall keep a detailed account of the receipts and disbursements of the parish funds, and such other financial transactions as shall be appropriate and proper in the books of account provided by the vestry, which said books of account shall be audited once yearly at least thirty days before the annual congregational meeting by such person or persons as the vestry may from time to time select.

(f) Reports to vestry and convention.

The treasurer shall prepare and present to the vestry monthly reports of receipts and disbursements and such other financial reports as the vestry may from time to time require, as well as such reports to the annual convention of the diocese as may be required by any general or diocesan canonical mandate.

(g) Other powers and duties.

The treasurer shall have and perform such other powers and duties as the vestry may from time to time delegate to or require of him.

309. Incorporation of vestries.

(a) Application to old vestries.