

III. PRESIDENT AND VICE PRESIDENT.

It shall be the duty of the President to preside at the meetings of the Board,—to appoint committees when not chosen by the Board,—to call extra meetings when he may think it necessary, or when requested by any three members of the Board,—to examine the finances of the Institution, —to see that regular books are kept for receipts and disbursements,—that proper charges are made for the board of patients,—that collections are duly and properly made,—that the obligations of the Institution are regularly discharged,—that proper officers and attendants are appointed to carry out the objects of the Institution,—to aid the Medical Superintendent in the discharge of his duties whenever that officer may call upon him for advice or assistance,—to exercise a watchful care over the funds and resources of the establishment,—and to receive from the Medical Superintendent for the regular meeting in January, a full statement of the amount received and the amount expended for the preceding year, with such particulars as the Board may require.

The Vice President, in the absence of the President, is charged with the same duties.

IV. SECRETARY.

It shall be the duty of the Secretary to keep a record of the proceedings of the Board, and to issue notices to the members when a meeting is appointed by law, or the by-laws, or at the instance of the President or Executive committee.

V. TREASURER.

It shall be the duty of the Treasurer to keep account of all moneys passing through his hands, and to state the same from time to time; he shall have the custody of all bonds, title, deeds and valuable papers or documents relating to the Corporation, unless the Board, for convenience, shall direct them to be kept at the Hospital, under the care of the Medical Superintendent.

VI. EXECUTIVE COMMITTEE.

A committee, entitled the Executive committee, shall always be in existence, consisting of the President, Vice President, Secretary, Treasurer, and another member to be elected at the annual meeting in June. Three members shall constitute a quorum of said committee.

It shall be the duty of this committee to visit the Hospital as often as may be convenient,—to exercise full powers of examination into the details of management on the part of the officers,—to make such arrangements as may be deemed necessary until a meeting of the Board be held,—and to have charge of such necessary repairs and improvements as in their judgment may be required. They shall report at the Jan-