

Sec. 3. All donations received shall be entered in the General Fund, unless specifically stipulated to be given to the Endowment Fund.

Sec. 4. The Treasurer reports to the Board at least once a month about the financial standing of the Home.

The Treasurer shall furnish a satisfactory bond from a bonding company for the faithful performance of his duties. The cost of said bond shall be borne by the Home.

Sec. 5. Money shall be drawn only by checks signed by the Treasurer and authorized by voucher.

Sec. 6. The Treasurer gets a salary of One (\$1.00) Dollar annually for the faithful performance of his duties. At the expiration of his term of office, he shall turn over all assets of the Home in his possession to his successor in office, together with all necessary books and records.

ARTICLE IX

Recording Secretary

Section 1. The duty of the Recording Secretary is to keep a full and perfectly clear record of all the business transacted at the meeting.

Sec. 2. His duty is to notify the members of all general and special meetings.

Sec. 3. He shall be the custodian of the seal. At the expiration of his term of office, he shall turn over the seal with the books and papers of his office to his successor.

Sec. 4. He shall record on a special page of the minute book all amendments adopted as by-laws and all added by-laws, and indicate the date on which each amendment passed. and page of same in the minutes when transaction was recorded.