Article IV. Duties of the Officers.

Section 1. It shall be the duty of the President of this Society to preside over all meetings of this body to enforce due observation of the constitution, By-laws, and Rules of Order, to decide all parliamentary questions, put all motions regularly made, call special meetings, appoint all committees not otherwise provided for, render an impartial decision on every debate according to the weight of the argument presented, rather than the number of points narrated, and discharge all other duties that her office may require.

Section 2. It shall be the duty of the Vice-president to assume and discharge all the duties of the president in case of absence or disability of said officer.

Section 3. It shall be the duty of the Secretary to keep and record a correct and impartial record of the proceedings of this Society, take care of all such books and papers that belong to this office, and discharge all other duties that this office may require.

Section 4. It shall be the duties of the Treasurer to receive and collect all monies due the Society, paying out the same only on an order countersigned by the President and the Secretary; A careful record of all monies received and expended shall be properly entered in a book provided for the purpose, which with all the vouchers for monies expended shall be carefully preserved, to give to the Society through the President the names of those who become members