

12. Should a vacancy occur in any office in consequence of death, resignation, removal, or otherwise, nominations to fill the vacancy shall be received at the meeting held immediately after such vacancy has occurred, and the election of an officer to fill such vacancy shall take place at the next meeting. Until such election an officer may be temporarily appointed by the committee to fill the vacancy.

13. The chairman at all meetings shall put all matters of discussion to the vote, and he shall have a deliberative as well as a casting-vote. He shall sign all minutes, and conduct the meetings with order and regularity. Should the chairman, within fifteen minutes after the appointed time of meeting, be absent, those present may elect a chairman and proceed with the business.

14. The secretary shall be a paid servant, and shall not be entitled to a vote at any meeting. He shall keep a fair and impartial record of all business done, keep the accounts, and receive all moneys. He shall produce and hand over to the meeting all books and documents when required to do so, conduct all correspondence, summon meetings, and perform other necessary clerical duties. He shall prepare a yearly balance-sheet and report, pay all moneys into a bank, to be appointed by the committee, to the credit of the union, and cheques shall be signed by the chairman and secretary. He shall keep a list for the purpose of registering names of defaulters, which shall be open for inspection of members.

15. At any general meeting ten shall form a quorum; at any committee meeting three shall form a quorum.

16. Any member of the committee may be removed from office by a vote of a majority of members present at a general meeting.

17. The union shall meet monthly on the third Wednesday of each month, at 7.30 p.m. Such meetings shall be called ordinary meetings. Special meetings may be called for any specified purpose by the chairman and secretary, or by a resolution at an ordinary meeting. The officers shall attend all ordinary and special meetings. Any officer absenting himself without sending a written apology shall be fined two shillings and sixpence. Every member shall attend ordinary and special meetings. Members absent without sending written apologies shall be fined one shilling. At each meeting of the committee a report of any important matter transacted since the previous meeting shall be laid on the table. Ordinary or special meetings shall be called either by circular or by advertisement in one or more of the daily papers circulating in Christchurch, at least two clear days before the time appointed for such meetings. The advertisement or circular shall contain particulars of the business to be transacted; but at a special meeting no business shall be transacted except that for which it is summoned. Voting at all meetings may be by show of hands, but, at the request of any financial member present, any question submitted shall be decided by ballot. The committee shall be under the control of ordinary and special meetings, and shall obey all instructions given and do all acts and things required to be done by resolutions of such meetings.

18. At all meetings the strictest order shall be kept. No member shall be allowed to interrupt another while speaking, nor shall any member be allowed to speak more than once on the same question, unless by the consent of the chairman, except the mover and seconder of any motion, who shall have the right to reply. Any member violating this law, and persisting in doing so after being called to order by the chairman, shall be fined five shillings for the first offence, ten shillings for the second, and for the third to be dealt with as the meeting may determine.

19. The financial year of the union shall terminate on the 31st May in each year.

20. Any customer who changes his baker without settling his account shall not be supplied by another member, after members have been notified to that effect, until such account is paid.

21. The union may be represented before the Board of Conciliation or the Court of Arbitration by such persons as may be appointed by the union, duly authorised under the seal. All industrial agreements and other instruments shall be made and executed under the hand of the chairman and secretary. Such authority shall only be given after a resolution duly recorded in the minutes.

22. The seal of the union shall be kept by the chairman. It shall not be affixed to any document except agreements and authorities to appear to represent the union, or such documents as are required by law to be under seal. The seal shall not be altered or renewed except by resolution.

23. Accumulated funds shall be invested in the names of two trustees, to be appointed by the committee, in securities authorised by the Trustee Acts of New Zealand for the investment of trust funds, and after resolution duly recorded.

24. The accounts shall be audited yearly, either by a public auditor or by two or more duly qualified members. They shall report to the union the result of the audit within seven days after the same shall be finished. They shall have access to the books and all accounts and property. The union may vote a reasonable sum for their remuneration.

25. Any member or any person having an interest in the funds, on giving reasonable notice to the secretary, may inspect the books and register of members without payment of fee.

26. A register of members, containing the name, address, and other particulars of each, with date of admission and resignation, shall be kept by the secretary, and may at any meeting be inspected by any member. No member shall resign without giving at least three months' previous notice in writing to the secretary of his intention to resign, nor until all fees and other moneys payable by him to the union have been fully paid.

27. Any member circulating, or causing to be circulated, any report which may be considered detrimental to the well-being of the union, or calculated to injure any individual member thereof, shall be fined not less than one pound for the first offence, and for the second be expelled, or suffer any less punishment the meeting or committee may think fit.

28. No member shall hold out any unfair inducement to obtain a customer, or employ ex-carters of members for the purpose of canvassing or allowing them to canvass their previous employers' customers. Any member selling bread under the price fixed by the union, or supplying