

(c) Secretary - The Secretary shall keep the minutes and records of the Association, be responsible for the seal of the Association and see that it is affixed to such papers as may require it, see that all notices required by law are given and have charge of the membership transfer books and such other books and documents as the Board of Directors may prescribe.

(d) Treasurer - The Treasurer shall receive and hold all funds and securities of the Association and have charge of finances generally. He shall deposit all funds and securities of the Association in the name of the Association in such bank or banks, trust company or trust companies or safe deposit vaults as the Board of Directors may designate. He shall be responsible for the preparation of all financial statements and returns required by law and shall render a statement of the condition of the finances of the Association to each regular meeting of the Board of Directors, and at such other times as shall be required of him, and a full financial report at the annual meeting of the members of the Association. The Treasurer may, subject to approval of the Board of Directors, be the Manager of the Association.

(e) Additional duties - The above officers shall, in addition to the duties specifically described above, have all duties and powers normally incidental to their respective offices. The Board of Directors may delegate to any officer or agent any duty or authority hereinabove assigned to any officer, or may enlarge or restrict temporarily or permanently the duties and authority of any officer. Also the Board of Directors may appoint assistants to assist any or all of the above officers. Such assistant shall have the same authority and duty as the regular officer.

7. BONDS. The Board of Directors may, at its discretion, require any officer, agent or employee of the Association to give such bond for the faithful performance of their duties as may be deemed necessary or desirable, and the premiums therefor shall be paid by the Association.

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