

606.7 DUTIES AND POWERS - The duties and powers of the officers and other Board Members shall be
844 to attend and participate in all meetings of the House of Delegates and the Board of Directors and as
845 follows:

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857 .2 Secretary: The Secretary, or a delegate, shall be responsible for keeping a record of all
858 meetings of the House of Delegates and Board of Directors, conducting official
859 correspondence, issuing meeting and other notices and making such reports to the FS Office
860 as are required by Article 608 of these Bylaws and shall perform the other duties incidental
861 to the office of Secretary. The Secretary, or the staff of FS's permanent office, shall be
862 custodian of the records and the seal of FS, and attest the execution of, and cause the seal to
863 be affixed to, all duly authorized instruments. The Secretary shall cause to be kept at FS's
864 permanent office copies of all minutes, official correspondence, meeting and other notices,
865 and any other records of FS and the FS corporate seal.