

the Council; and no decision shall be a second time reconsidered without a like leave.

#### RULE XV.

Whenever it shall be determined to transact any business in secret session, the presiding officer shall direct all persons, except members and officers of the Council, to withdraw and the doors to be kept closed during such secret session. Every member and officer shall observe strict secrecy of all proceedings, matters, remarks, votes and all other occurrences during such secret session whereof secrecy shall be enjoined by the Council.

#### RULE XVI.

In all cases of entries of resolutions, ordinances and motions in the minutes, the name of the mover shall accompany the same.

#### RULE XVII.

No member shall absent himself from the meeting before adjournment for more than ten minutes at a time without leave of the presiding officer.

#### RULE XVIII.

In all cases involving points of parliamentary law, Cushing's Manual shall be the book of reference, and its rules, so far as they are applicable, shall be the rules of the Council.

#### RULE XIX.

It shall be the duty of all committees to report on every subject referred to them at the next regular meeting following such reference, provided the Council may direct a report to be made to an intervening adjourned meeting. If any committee fail to report on any matter, as required, they may be relieved of further consideration of such matter, and it be otherwise disposed of by the Council.

#### RULE XX.

Upon every matter referred to a committee, such committee, or a majority thereof, shall meet for inquiry or deliberation, and no report of or concerning such matter be made unless a majority of the committee shall have actually examined or concurred in the same.

#### RULE XXI.

The standing committees shall, as far as practicable, have regular meetings for the transaction of committee business, of which meetings and their times and places notice shall be given to the Council and filed with the Recorder as soon as said particulars shall have been determined.