

any willful official negligence or misconduct on the part of any such officer, to the President of the Board of Supervisors.

SEC. 66. At every regular session of the Board of Supervisors, before proceeding to other business, each member shall be called upon to report, orally, upon the matters specified in the preceding section; to give information of the condition of his district, in regard to public schools, streets, roads, and highways, health, police, industry, and population; and to suggest any defects he may have noticed in the laws and regulations, or the administration thereof, and the means of remedying them.

SEC. 67. The Supervisors shall meet within five days after each annual election, and also on the first Monday of January, April, July, and October, of each year, and at such other times as specially required by law; or they may, for urgent reasons, be specially convoked by the President of the Board of Supervisors. A majority of all the Supervisors to be elected in the several districts shall constitute a quorum to do business, and no regulation, resolution, ordinance, or order of the board, can pass without the concurrence of a majority of all the members elected, but a smaller number may adjourn from day to day. All the sessions, acts, and resolutions of the Board shall be public. The President of the Board of Supervisors elected by the city and county at large, shall preside at all the sessions of the board, without the right to vote. In his absence, during any session, the Board shall appoint a President *pro tempore*, who shall, however, have the same vote as other members. The Board of Supervisors shall be the judge of election returns, and qualifications of its own members, and shall order and provide for holding elections in the proper districts, to fill vacancies, which may happen or exist more than six months previous to the next general election; at which general election such office shall be filled by election for the full term of two years. The Board of Supervisors shall determine the rules of its proceedings, keep a record of its acts and resolutions and allow the same to be published; and the yeas and nays on any question shall, at the request of any member, be entered on its journals. The Board of Supervisors shall appoint a clerk with a salary of twenty one hundred dollars a year, [Amendment Act April 26, 1862,] to hold office during the pleasure of the Board, who shall be *ex officio* Clerk of the Board of Equalization, without any additional salary as such, except as provided in section eleven, and shall be required to take the constitutional oath of office, and give bond for the faithful discharge of the duties of his office.* He shall have power to administer such oaths and affirmations as may be required by law or the regulations, or the orders of the Board, relating to any demands upon the treasury, or other business connected with the government of the city and county; and shall also have power to certify and authenticate copies of all records, papers, and documents in his official custody. The powers of the Board of Supervisors are those granted in this act; and they are prohibited to exercise any others.—[Amendment, April 18, 1857.

SEC. 68. It shall be the duty of the President of the Board of Supervisors, vigilantly to observe the official conduct of each Supervisor in his district, and of all public officers of the city and county, and take note of the fidelity and exactitude, or the want thereof, with which they execute their duties and obligations, especially in the collection, custody, administration, and disbursement of the public funds and property; for which purpose the books, records, and official papers of all officers and magistrates of said city and county, shall at all convenient times be open to his inspection. He shall take especial care to see that the books and records of all such officers are kept in legal and proper form; and any official defalcation, or willful neglect of duty, or official misconduct, which he may have discovered, or which shall have been reported to him by any Supervisor, shall, at the earliest opportunity, be laid before the grand jury, in order that the officer in default may be proceeded against according to law. Every ordinance or resolution of the Board of Supervisors, providing for any specific improvement, the granting of any privilege, or involving the lease, or other appro-

* The Act of April 23, 1858, authorizes the Clerk to appoint an assistant, who shall be paid by him. See page 512. The Clerk of the Board is also Clerk of the Finance Committee. Act of the Legislature, April 10, 1857. See page 510.