

Decr 6/69

of Collisions at Sea and Shipwrecks with Illustrative Diagram
Moved by Mr. Start seconded by Mr. Greaves "That the Secretary acknowledge the above thanks"

Confirmed 4th January 1870
John Edwards
President

Monday 13th Decr 1869

Adjourned meeting of the General Committee of Management

present -
The President in the Chair
Mr. Greaves Mr. Wilkie
Mr. Thomas Mr. Harris
Mr. Munro

The Secretary read as under being a copy of the letter sent to Mr. Wiswoula as ordered by the committee at their last meeting held Dec 6/69

81 Collins St. East
7 Decr 1869

Sir

At a meeting of the General Committee of Management held on Monday evening the 6th inst. I was instructed to write to you requesting a reply to the letter on behalf of the Committee in re Heppburn without delay

I have the honor to be
Sir

Your Obedt Servant
W. Thompson Secretary

To

Mr. Wiswoula
Solicitor

Collins St W.

The following letter in answer to the above was

16 Collins St West
Melbourne 13 Dec 1869

Mr Walter Thompson
Dear Sir

"re Heppburn Case"

I have applied to the Trustees and have obtained their consent - to use their names the case will now be fixed for some day this week of which I will give you due notice

Yours truly,
signed I. Wise would

The Committee adjourned sine die

Confirmed 4th Jan'y 1870
John Edwards
President

Monday 4th Jan'y 1870

The General Committee of Management met this evening

Present -

The President (in the Chair)
The Vice President
Rev^d Mr. Reult Mr. Harris
Mr. Thomas " Meek
" Sage " Munro

The Minutes of the General Committee Meeting held Decr 6 and 13. were read and Confirmed

The Minutes of the Meeting of the Finance Committee held Decr 13 were read and approved

The Minutes of the Library Committee Decr 6 respecting the purchase of 2 Hand Books - read and Confirmed
The Minutes of the Library Committee of Dec 31st were read - The list of new Books was ~~read~~ submitted for approval were on the motion of Mr. Meek seconded by the Vice President

4 Jan^y 1870

passed Denison's Vice-regal Life to be purchased
the new work by N^o Beane was submitted when
the Secretary was instructed to acknowledge the same

"The Institution of Hepburn"

The Secretary reported that this case came before the
district Court on Monday Decr 20. when Mr Hepburn
was fined £5. and cost

The following a/c having been examined and recommended
for payment - were on the motion of the Rev^d Mr. Rutil
seconded by Mr. Muck - passed

The Secretary	16-13-4
The Assistant	9-7-6
Gas Company Oct.	6-7-8
Quakers newspapers to Mrs 1	8-10-6
R. O. Steam Company	2-10-6
Dawson & Sons in part payment	25-0-0
	<u>£ 68-9-6</u>

The Vice President exhibited his 3 plans for providing
extra shelving &c in the library

It was moved by Mr. Thomas seconded by the Rev^d Mr.
Rutil that the plan marked no. 3 be approved of
and referred to the House Committee to carry out

Carried

The Secretary as instructed by a minute of former meeting
enquired the price of the "Kauptalicou" for the floor of
the reading room - the price reported by Mess^{rs} Mowbray
& Lusk was 8/6 a Square Yard, there being 80 Sq Yds of
flooring - would cost - £ 34. Resolved that this matter
be postponed for consideration to a future meeting
and a larger attendance of Members the sum being
greater than was anticipated

A sketch with the estimated cost of Reading Stand was
submitted - the consideration of which was also postponed
to some future meeting

4 Jan 1870

A sub-committee consisting of the President - the Vice
President - and Mr. Reeves to prepare the Report of
the Committee of Management for 1869 and to
submit the same to a meeting of the General Committee
on a day previous to the Annual Meeting

Confirmed 24th January 1870

John Edwards
President

Saturday 15 Jan^y 1870

The sub committee to prepare the report for the Annual
Meeting met this evening Present

The President
The Vice President
Mr. Reeves

The Secretary presented to the Committee the Treasurer's
Statement of a/c for the year 1869 duly audited and
the statistics for the year after which it was decided
to adjourn the meeting to Thursday evening 8 o'clock
when a draft report was to be brought up

Thursday 20 Jan 1870

The sub committee for drawing up the Report - met
this evening Present

The President
The Vice President
Mr. Reeves

The Draft Report was submitted and adopted subject
to the approval of the General Committee to be summoned
for Monday Jan 24 at 8 pm.

Monday Jan^y 24th 1870.

Special meeting of the General Committee of Management met this evening to receive the Report -

present the President in the Chair

The Vice President -

Rev^d Mr. Rintel

Dr. Greaves

Mr. Thomas Mr. Munro

" Meeks " Hart

" Fuge

Dr. Gilbee

The Draft Report of the Committee of the Management for 1869 with the Treasurers Statement of a/c for 1869 duly audited were submitted for approval

The president read the report after which it was adopted unanimously

Confirmed J. 2. 70
A. M. H. M. H.

Tuesday Jan^y 25th 1870

The Annual General Meeting of the Members of the Melbourne Mechanics Institution was held this evening

The president - John Edwards Esq^r occupied the Chair

The Chairman draw the attention of the meeting to the advertisements and notice which had been posted in the Reading Room calling this meeting

The Minutes of the Annual General Meeting held Jan^y 26th 1869 were read and confirmed

The Report of the Committee of Management - for 1869 was read

It was moved by Mr. Ed. W. Gibbs seconded by Mr. Munro that the Report as read be received and adopted
Carried

On the Motion of Mr. Munro seconded by Mr. Fuge,
" Mr. Geo. Lusk and Mr. St. Thomas were elected Scintillators

Jan^y 25th

President - It was moved by Mr. St. Harris seconded by Dr. Greaves "that Henry Biers Esq be elected President for the ensuing year"
Carried

Vice President - It was moved by Mr. Edward seconded by Mr. P. S. Sinclair "that the Hon. A. J. Greaves be elected Vice President for the ensuing year"
Carried

Treasurer - It was moved by Mr. John Edward seconded by Mr. St. Harris "that Hon. A. E. McKie M. D. be elected Treasurer for the ensuing year"
Carried

Auditors - It was moved by Mr. E. W. Gibbs seconded by Mr. Browning "that Mess^{rs} Geo. Lusk and P. S. Sinclair be elected Auditors for the ensuing" year.
Carried

Curator - It was moved by Mr. Munro seconded by Dr. Greaves "that Dr. Howitt be elected Curator for the ensuing year"
Carried

Committee

The following gentlemen were by rotation in accordance with rule 13. viz Mess^{rs} Benjamin, Cook, Greaves, Meeks, Ramsay, Rintel, Richards,

To fill the 7 vacancies caused by the retirement of the above named members, the undermentioned names were proposed - viz Mess^{rs} Barwick, Benjamin, J. H. Gibbs, Meeks, Richards, Rintel, P. Smith

There being only 7 names nominated to fill the 7 vacancies the names were read over to the Meeting and submitted for approval, ~~there being no amendments~~ they were declared duly elected

A Vote of Thanks to the retiring President for his attention to the interests of the Institution during the

Jan 25-1870

past ~~the~~ past year was on the motion of Mr. B. M. Gibbs seconded by Dr. Greener passed unanimously

Confirmed
A. M. S.
Chairman
31. 1. 71

Monday 7th Feb^y 1870

The General Committee of Management met this evening

present
The President in the Chair
Mess^{rs} Edwards Gilchrist
Thomas Munro
Weeks Gibbs, J. H.
Smith Pillsbee
The Treasurer (D. Wilkie)

The Minutes of the Special Meeting held Jan 24 were read and confirmed

The Minutes of the Annual General Meeting held Jan^y 25th were read approved

The following a/cs were on the motion of Mr. Edwards seconded by Mr. Gilchrist passed for payment - viz -

The Secretary 16-13-4
" Assistant 9-7-6
Gas ⁵⁻⁶⁻⁹ Nov ⁴⁻⁶⁻¹¹ Dec 9-13-8
Rates July to Dec 7-5-0
£ 42-19-6

The following were submitted for the Sub Committees for the year - ~~and~~ and adopted

"Finance"	"Library"	"House"
The Vice president - Mr. Edwards	The president - Mr. Edwards	The Vice president - Mr. Edwards
" Harris	" Vice president - Dr. Pillsbee	" Barwick
" Fuge	Rev. M. Riebel	" Weeks
" Munro	Mr. Gilchrist	" Harris
" Thomas	" Gibbs	" Richards

Minutes 7 Feb 70 cont^d

The following Tenders were received for the printing of the Report

Clarson & Co	3-17-6 for 500
Thomas	4-10-0 "
Mason & Co	4-19-0 "
Stillwell	5-0-0 "
Ferguson & Moore	5-7-6 "

It was moved by Mr. Gilchrist seconded by Mr. Weeks that Mess^{rs} Clarson & Co's Tender for £3-17-6 being the lowest - be accepted Carried

Moved by Mr. Gilchrist seconded by Mr. Thomas that the Monthly Meetings of the General Committee be held 8 p.m., instead of 7.30. p.m. Carried

Confirmed
A. M. S.
7. 3. 70

Monday 7 March 1870.

The General Committee of Management met this evening

present -
The President in the Chair
Mess^{rs} Edwards Fuge
Thomas Smith
Gibbs Benjamin
Barwick Pillsbee

The Minutes of the Meeting of the General Committee of Management held Feb 7 were read and confirmed

The Minutes of the Finance Committee meeting held March 4 were read

The Minutes of the House Committee Feb. 25. March 4 were read.
The following a/cs recommended for payment by the Finance Committee were passed - viz

Minutes continued

Clarson Leo 3-9-6
do Printing Report 3-15-0

Sundry a/c's

Mining Record 1-13-0
Receipts Dec 31/69 1-14-6
Punch. to Dec 31/69 1-4-0
Petty Cash to Dec 31/69 1-15-10
4-7-4
Mullen to Dec 31/69 17-6-6
Geo Robertson " 2-16-6
Detmold " 9-9-0
Pownceby " 10-16-6
So. of Commerce " 2- " - "
Stillwell " 2- " - "
The Secretary, ^{10 p.c.} Commission
on L-93. see resolution
June 7/69 of the Gen. Com. ^{the} } 9-6-0
The Assistant - Salary 9-7-6
The Secretary " 16-13-4
Sundries - Jan 2-19-6
Dawson & Son
Balance 1869 - 7-0-0
On a/c of 1870 - 20-0-0 } 27-0-0
121-6-8

The Minutes of the House Committee were again read over when Mr Benjamin moved and Mr Fuge seconded the following resolution

"That the matter of proposed alterations be referred back to the House Committee with instructions to request Mr Webb to draw out a Specification and call for tenders"
Carried

New Books

It was moved by Mr Edwards seconded by Mr Barwick "That the Books laid on the table as per invoice Mar 5. from Mullen, be purchased, and that for the future all books be passed by the Library Committee before being laid before the General Committee
Carried

Minutes continued

It was moved by Mr Smith seconded by Mr Thomas "That the Magazine entitled "Nature" be obtained for the reading room."
Carried

Moved by Mr Fuge seconded by Mr Thomas "That a duplicate copy of St Pauls be ordered"
Carried

Confirmed
A. M. B. East

Monday 4 April 1870

The General Committee of Management met this evening

President
The President in the Chair
Messrs Edwards Munro
Thomas Harris
Barwick Gibbs
Meeks Wilkie

The Minutes of the meeting of the General Committee of Management held ^{March 7} ~~April 2~~ were read and confirmed

The Minutes of the ~~General~~ meeting of the Finance Committee held April 2 were read

The Minutes of the meeting of the House Committee held April 1 were read

The following a/c's having been examined by the Finance Committee and recommended for payment were on being submitted to the Committee passed payment

The Secretary, salary March 16-13-4
The Assistant " " 9-7-6
Jenners, Newspapers Jan to March 8-10-0
Barber second hand Book 3-2-6
Gas Jan 5-14-5
Feb 4-0-4 } 9-14-9
Water rate Jan to June } 4-2-6
from 51-10-7

Minutes 4 April continued

57-10-7

Sundry a/c's

Receipts	0-8-0
2 Touchstone 6 months	0-18-0
Oct 69 to March 70	
Granted since Mr Douglas	-15-0
Whitehead, Stationery	"-18-9
Mason & Firth	"-18-0
Relief Cash, Feb. March	1-2-10

5- - - 7
 £ 56-11-2

The Finance Committee reported that Mr. W. Rollings had not paid his subscription for 1869 — the Secretary was instructed to draw Mr. Rollings attention to Rule 5 and to inform him that unless the subscription for 1869 be paid in course of a few days he would have to discontinue his visits to the Institution.

The House Committee's Report with reference to the removal of the partition or other alterations in Office 2 now occupied by Mr. Glass. The General Committee confirmed the report that no alterations be permitted.

The new shelving in the Library referred to by the House Committee. The Secretary explained the President explained the cause of the delay and asked that Mr. Alfred Smith's name be substituted instead of Mr. Webb, when

It was moved by Mr. Gibb, seconded by Mr. Morrison "that Mr. Alfred Smith be in the matter of the Library shelving Mr. Alfred Smith be employed in lieu of Mr. Webb who cannot attend" Carried

Notice from the Corporation respecting the cess-pit moved by Mr. Gibb seconded by Mr. Morrison

"that the cess-pit be filled up as instructed by the Board of Health" — that the matter be referred to the House Committee with instructions to see it carried out and to procure two the most suitable earth closets instead" Carried

The Secretary to see Mr. Piddlestone and ask his

advice as to the best mode of carrying out the wishes of the Committee in the matter of the earth closets; — The Secretary was requested to ascertain the cost of the earth closets previous to the meeting of the House Committee

[Signature]
 Secy.

2. 5. 70.

Monday 2 May 1870.

The General Committee of Management met this evening

Present

The President in the Chair
 Messrs Harris Gibb
 Munro Barwick
 Gilbee Meek
 Benjamin Sage
 Smith

The Minutes of the General Committee of Management Meeting held April 4. were read and confirmed

The Minutes of the meeting of the Finance Committee held April 29 were read. The Balance in Bank being £101-2-9.

The Minutes of the meetings of the House Committee held April 8. 11. 29. were read

The following a/c's having been examined and recommended for payment — were submitted for payment to the Meeting and passed — viz,

The Secretary	16-13-4
" Assistant	9-7-6
Gas Company March	4-10-3
Traver 2 Earth Closets	8-0-0
Sundries	3-15-10
Geo. Robertson	9-5-6
<hr/>	
	£ 51-12-5

Minutes May 2/70

The Secretary reported that the two earth-closets had been erected and that they appeared to work well that arrangements had been ~~made~~ made for the cleansing of the closets once a week for a month

Letter from C. F. Roberts dated April 24. whose subscription was due in Jan^r asking for a further postponement. The Committee instructed the Secretary to inform Mr. Roberts that they would grant him ~~two~~ months from this day for the payment of his subscription
(This was agreed to on the motion of Mr. Benjamin seconded by Mr. Harris)

Seven tenders having been received from Mr. Smith, Architect for the new Shelving in the Library, the Committee proceeded to open them -

Robert Gausling	75-0-0	
Leather on Old Shelving	25-0-0	98-0-0
J. Beedle		74-0-0
R. Gough	37-10-0	
Leather on Old Shelving	4-15-0	47-15-0
R. Davies	62-0-0	
Leather on Old Shelving	9-10-0	71-10-0
B. W. Davey		35-10-0
Waddell	39-0-0	
Leather on Old Shelving	5-5-0	44-5-0
S. Bennett	60-18-0	
Leather on Old Shelving	6-0-0	66-18-0

It was moved by Mr. Benjamin seconded by Mr. Harris "that the tenders of Messrs Davey, Gough & Waddell be submitted to Mr. Smith and that he select one and cause the work to be carried out." Carried

Davey's tender	35-10-0
Gough	42-15-0
Waddell	44-5-0

The Secretary to see that the following words were inserted in the Specifications

"that the work be prepared away from the

premises and the time to be stated for the completion of the work

J. M. H.

Special Meeting of the General Committee of Management May 9th 1870

Present -

The President in the Chair
Messrs. Weeks Harris
Munro Benjamin
Thomas Gibbs
Tuge Smith
Wilkie

This meeting having been called in consequence of the following letter from the Architect dated May 5. which was now read

20 Market Buildings
Market Street
May 5. 1870.

Mr. W. Thompson
Secretary Mechanics Institution

Sir

Two of the Tenderers for your work - viz - Davey, and Gough say that they have made a mistake in estimating, the other man referred to me has been written to twice and has not appeared, I am at a loss therefore to know what to do

I return tenders and wait instructions

Yours truly,
Alfred L. Smith

After reading the above letter the President requested the Committee to say whether new Tenderers should be called for or that they fall back on Gough's amended tender

Alfred L. Smith

May 2/70

Moved by Mr. Webb seconded by Mr. Gibb
That the Committee accept Proyle's amended
Tender for £55. Carried

[Signature]

May 30th 1870
Special Meeting of the General Committee
of Management

Present
The President in the Chair
Mr. Mansro Mr. Gibb
" Barwick " Thomas
Rev. Mr. Ricket

The President read rule 26 having reference to expenditure
of any sum of money over £50. He stated that as the
contract for alterations in the Library would exceed that
amount it was necessary call this special meeting

It was moved by Mr. Gibb seconded by Mr. Mansro
That the sum of £55 being the amount of the contract
for the alterations in the Library, be authorized by this Com-
mittee for the payment of the same, after this resolution
has been submitted a second time Carried

Moved by Mr. Barwick seconded by Mr. Gibb
That the President be empowered to expend in extra
work a sum not exceeding £5. Carried

[Signature]

Monday 7th June 1870

The General Committee of Management met
this evening Present

The President in the Chair
Messrs Edwards Hart
Thomas Harris
Mansro Gilbey
Smith Fage
Wilkie " "

The Minutes of the meeting of the General Committee
of Management held May 2 and special meetings
of the General Committee of Management - held May 9 & 30
were read and confirmed

The Minutes of the meeting of the Finance Committee
held June 4 were read

Alterations in the Library in accordance with plan
approved of by Committee of Management 4 Jan 70
Second notice for the payment of the same in accordance
with Rule 26 which provides that no sum over £50 shall
be resolution for the appropriation of the sum of fifty
pounds or upwards from the funds of the Institution shall
be acted upon until such resolution has been assented
to after due notice by two successive meetings of the
Committee

Moved by Mr. Thomas seconded by Mr. Mansro - That the
sum of £55 being the amount of the contract for the
alterations in the Library be authorized by this Committee
for the payment of the same this resolution having been
assented to for the first time at the meeting of the Committee
held May 30 Carried

The following a/cs having been examined found correct
and recommended for payment of by the Finance Committee
were passed

Gas Company	5-16-8
Secretary	16-13-4
Assistant	9-7-6
Sundry a/cs	
Rent for Library	1-10-0
Rent for June 190	7-4-0
Sundry petty Cash	2-11-6
Total	4-14-6
Proyle in part payment of contract work done	25-0-0
as per contract for architect	12-5-0

Minutes contd

Moved by Mr. Hart seconded by Mr. Harris
 that the Young Ladies Magazine, published monthly,
 be added to the list of periodicals, and procured as soon
 as possible Carried

A letter from Mr. Smith, Architect - was read with reference
 to the Goughs Contract. The President engaged to see
 Mr. Smith on the subject

Moved by Mr. Hart seconded by Mr. Edward
 that if necessary a special meeting of the General
 Committee be called to pass a warrant for the
 payment of the ~~Contractors~~ Balance of the Contractors a/c
 Carried

Moved by Mr. Harris seconded by Mr. Munro
 that the extent mentioned in the note now read be carried
 out for a sum not exceeding £4. Carried

J. Harris
 Secy 4.7.70.

Monday 4th July 1870

The General Committee of Management met this evening

President - The Resident in the Chair
 Messrs - Wilkie Benwick
 Thomas Harris
 Munro Smith
 Gibbs Gilbey
 Raitel

The Minutes of the Meeting of the General Committee of
 Management held June 7 were read and confirmed.

The Minutes of the Meeting of the Finance Committee
 held July 2nd were read.
 Continued

Minutes continued July 4th

Moved by Mr. Munro seconded by Harris
 "that the a/c as now submitted having been
 examined by the Finance Committee and recom-
 mended by them for payment. be passed"
 Carried

List of a/c

The Secretary Salary 1 month	16-13-4
Assistant " "	9-7-6
Leucers, Melbourne newspapers Ap., May, June, }	8-10-0
Victoria Insurance premium on £3,000 @ 3/- }	4-10-0
Hawson & Son in part payment of supply of newspapers &c for 1870	25-0-0
Mullen 1 st moiety of periodical a/c for 1870 }	14-11-9
Gas May	6-12-0
Petty Cash a/c June	3-16-6
	£ 89-1-1

A Certificate from the Architect (Mr. Smith) to Mr. Gough
 Contractor for alterations in the Library for the sum of thirty
 pounds being the 2nd instalment

Moved by Mr. Thomas seconded by Mr. Barwick
 "that the sum of thirty pounds be paid to Mr. Gough
 as per certificate" Carried £ 30-0-0

June 8 first payment 25-0-0
 July 5 second " 30-0-0
 £ 55-0-0 total amt rec^d by Contractor

amt of a/c 59-7-0

Moved by Mr. Harris seconded by Mr. Barwick
 "that the following new works be added to the Library"
 Carried

- 1 Good Word vol. 1869, Sunday at Home vol 1869, Year Book of Facts 1870,
- 2 Leisure Hour vol 1869,
- Vice Regal Life by Sir Wm Denison 2 vols

Continued

Minutes July 4th Continued

The following presentations from the New South Wales Government viz

- Report of the Commission on Lunatic Asylums
- do do on Water Supply for Sydney

Moved by Mr. Munro seconded by Rev. Mr. Rintel

"That a copy of the London Quarterly Review be procured and added to the list periodicals" also

"That a copy of Lethair by Miraceli be procured on the arrival of the Mail" Carried

That the list of books submitted be referred to the Library Committee

That a book for suggestions be procured and placed in the Library

J. P. W. West
1. 8. 70.

Monday 1st August 1870

The General Committee of Management met this evening

Present the President in the Chair

- Mr. Meeks Mr. Fuge
- " Thomas " Gibb
- " Munro " Benjamin
- " Barwick
- Dr. P. Smith, Rev. Mr. Rintel

The Minutes of the Meeting of the General Committee of Management - held July 4th were read and confirmed

The Minutes of the meeting of the Finance Committee held July 30. were read

The Minutes of the meeting of the Library Committee held July 30 were read

Minutes continued

The Secretary reported that in accordance with the Minutes of General Committee of July 4th he had purchased a copy of "Lethair" by Miraceli and placed it in the Library for circulation

The following aces having been examined and recommended for payment by the Finance Committee were passed

The Secretary salary 1 Month	15-10-4
" Assistant "	9-7-6
Gas Company June	7-11-10
Retmold	14-16-6
Powceley	14-13-3
Corporation Town Rate Jan to June	} 12-1-8
Lighting Rate Jan to Dec	
Mullen's Books	7-7-6
Lundry aces	
Clanson	"-12-6
Lauds Co	"-4-0
Fairfax	" 9-9
Cooke	1-5-0
Journal of Commerce, Jan to June	2-11-3
	2-0-0

Moved by Mr. Benjamin seconded by Mr. Weeks

"That the new books recommended by the Library Committee and now submitted for the approval of the General Committee be passed" Carried

Moved by Mr. Benjamin seconded by Mr. Gibb

"That the letter from Mr. Bradley with reference to certain alterations in the office occupied by him be referred to the House Committee to examine the office and report to next meeting" Carried

The Secretary brought under the notice of the Committee the necessity of having the front of the Building painted - It was moved by Mr. Benjamin seconded by Mr. Rintel

"That this matter be referred to the House Committee with instructions to inspect the Building and report to next meeting" Carried

forward

Minutes August 1/70

Moved by Mr. Meele seconded by Mr. Thomas
 "That an extra copy of the "Graphic" from the Commencement
 be procured for the Library, Carried

Resolved "That the Secretary be empowered to purchase a
 copy of "Last days of Pompeii" for the Library

The Secretary to acknowledge the receipt of Mr. Bradley's letter

A. Davis
 Pres. 5. 9. 70

Monday 5th Sep. 1870.

The General Committee of Management met this evening
 present - The President in the Chair
 Messrs Edward Benjamin
 Barwick Harris
 Gilchrist Meele
 Munro Fuge
 Gibbs Thomas
 Dr. Wilkie Dr. Gilbee

The Minutes of the Meeting of the General Committee of the
 Management held August 1/70 were read and confirmed

The Minutes of the House Committee ^{meeting} held August 27 and
 the Minutes of the Finance Committee meeting held Sep 3.
 were read and confirmed

The Secretary reported that Mr. Mowbray had brought
 before the Committee of the Council the conduct of the
 city surveyor in placing the fence across a portion of
 the Right-of-way. The Committee instructed the City
 Surveyor to remove the fence without delay

Mr. Bradley's application for a lease of the office at
 present occupied by him. It was moved by Mr. Harris

Minutes continued Sep 5/70

seconded by Mr. Edward - "That Mr. Bradley be informed
 that a lease for 12 moe certain could only be given and
 at the present rental if the repairs are carried out under
 the direction of Mr. Smith, Architect" Carried

The House Committee's report with reference to alterations
 and repairs in Office occupied by Mr. Bradley

Moved by Mr. Edward seconded by Mr. Benjamin
 "That the report be received and adopted and the work
 carried out under the direction of Mr. Smith" Carried

The House Committee's report respecting the painting of
 the Building Moved by Mr. Edward seconded by
 Mr. Benjamin "That the recommendation of the House
 Committee with reference to the painting" be adopted
 and Mr. ^{Smith} requested to draw out a specification for the
 same Carried

Mr. Fuge's letter requesting a settlement of his a/c was
 read Moved by Mr. Gilchrist seconded by Mr.
 Benjamin "That on receipt of the final certificate of
 the Architect the amount due will be paid" Carried

The following a/c's having been examined found correct
 and recommended for payment by the Finance
 Committee were passed

Dawson	Balance of a/c June 30-9-72	29-9-2
Whitehead	20-0-0	4-10-0
Fenders	24-9-2	8-10-6
Dempster		2-6-6
Touchstone		1-4-0
God July		8-5-0
Water rate to Mr		4-2-6
Secretary		16-13-4
Assistant -		9-7-6
Petty Cash a/c		4-14-10
		<u>£ 89-3-4</u>

A. Davis
 Pres. 3/10/70

Monday October 3rd 1870

The General Committee of Management met this evening

Present, The President in the Chair

Messrs Thomas Gillbee

Harris Mauro

Edward Smith

Barwick Meek

Fuge Gibb

Gilchrist

M^r Wilkie and Reeves

The Minutes of the General Committee of Management of Sep 5 were read and confirmed

The Minutes of the Meeting of the Finance Committee held Sep 5. and the Library Committee of Oct. 1. were read

A Letter from Mr. Fough, contractor was read applying for the balance of his a/c and stating that after repeatedly calling at Mr. Smith's office he found it impossible to see him in order to procure the final certificate

Resolved - that Mr. Fough's letter be referred to Mr. Smith to be noted by him and returned to the Secretary before next meeting:

A Letter from Mr. Smith Architect was read, intimating that as instructed he had prepared specifications for the painting of the front of the Institution and plan of alterations in the Office occupied by Mr. Bradley, tenders for which would be advertised for in a few days

Letter from Mr. Bradley was read referring to a lease of the Office occupied by him Moved by M^r Reeves seconded by M^r Edward - that the letter be recorded in the minutes as read only

Carried

The following a/c examined by the Finance Committee and recommended by for payment were passed

Minutes Oct 23/70

The Secretary 1 Month 16-13-4

" Assistant " 9-7-6

Sundries

Extra papers English news 1-4-0

2000 Guinness Label 1-4-0

Helps for Library Helms 1-10-0

Post age August 3-18-0

Victoria Insurance premium on £2000 7-15-2

London & Scotch newspapers 1/69 3-0-0

£51 18-

New Books submitted for the approval of the General Committee were passed, ^{Robertson Sep 30} 11-6, ^{Mullen Oct 1} 2-14-6, ^{Smith} 1-7-8

Moved by M^r Reeves seconded by M^r Wilkie that Messrs Henri J. Hart and W. Richards be written to with reference to their non-attendance at meetings of the General Committee of Management and drawing their attention to Rule 27. Carried

M^r Reeves drew the attention of the Committee to the closing up of the Right-of-Way on the West side of the Institution property. The Secretary stated that he understood that the Right-of-Way referred to by M^r Reeves had been conveyed to the original owner by the Trustees to M^r Crook

Resolved - that the matter be referred to the House Committee and that they report thereon to next meeting of General Committee of Management

J. H. Jo.

Monday Nov: 7th 1870

The General Committee of Management met this evening
 Present the President in the Chair
 Messrs Edwards Thomas
 Benjamin Harris
 Fuge Munro
 Meek
 Gellbee & Smith

The Minutes of the Meeting of the General Committee of Management held Oct. 5th were read and confirmed.

The Minutes of the Meetings of the House Committee held on Oct. 28. the Finance Committee Nov 4. and the Library Committee held Nov 5. were read.

Mr. Smith's reply to letter of R. Gough, Contractor was read
 Moved by Mr. Munro seconded by Mr. Benjamin
 That Mr. R. Gough be informed that the work is not ~~done~~
 performed according to contract Carried

That the action of the Sub Committee in accepting Mr. Good
 Tender for the painting of the Front of the Institution for £24-10-0
 be confirmed. Carried

Only Two Tenders having been received for the alterations in
 the Office occupied by Mr. Bradley - viz
 Swanston. Total £94-0-0
 Ration. Counter £41-0-0. Sutures £58-5-0 " 99-5-0

That the matter be referred back to House Committee
 Carried

The Secretary reported the action taken with reference to
 the non-attendance of Messrs J. Hart and R. Richards at
 meetings of the General Committee of Management
 Resolved - that no steps be taken to fill up the vacancies
 until the Annual Meeting

The Secretary reported that he had in company with a
 Clerk from Mr. Edwards Office examined the conveyances in
 the Office of the Registrar of Titles and he found that the

Land forming the "Right of Way" on the west side of the
 Institution had been conveyed to the purchasers of the various
 allotments by the Trustee in 1845

Resolved by Mr. Munro seconded by Mr.
 Meek - That the Books now submitted for approval
 be passed Carried

The following apes ~~now~~ having been recommended for
 payment by the Finance Committee were passed

Punch 2 copies July to Dec 170	1-4-0
Cooke 1 Ton Coals	1-12-6
So. of Commerce July to Dec 170	2-0-0
Clarron & Co	1-12-6
Gas Sept	6-19-9
Armstrong, Melbourne papers, Oct. Nov. Dec 170	8-11-0
Secretary, One month, Oct.	16-13-4
Assistant " "	9-7-6
Mullen, Periodical July to Dec 170	15-14-3
Books	3-8-0
Sundries Oct.	1-6-6
Total	£ 68-9-4

The Balance in the Bank to the Credit of the Institution on the
 2nd day of Nov^r was £104-3-3.

J. P. Miss.
 Pres.
 5. 12. 70

Right of Way
 on West side of
 the Institution

Monday 5th December 1870

The General Committee of Management met this evening
Present -

The President in the Chair
Mess^{rs} Edwards Thomas
Harris Gillbee
Meeks Tuge
Hart

The Minutes of the Meeting of the General Committee of Management held Dec 1st were read and confirmed

The Minutes of the Meetings of the House Committee held Dec 1st and the Finance Committee held Dec 3rd were read

It was moved by Mr. Meeks seconded by Mr. Harris - that "Holdens" Tender for the alterations in the office occupied by Mr. Bradley, as recommended by the House Committee be accepted, it being the lowest Tender
Carried

Holden	Amount of Tender		Total
	Counter	Fixtures	
	26-0-0	49-0-0	75-0-0

The sum of five pounds for old materials belonging to the Substitution to be deducted from the amount for the fixtures

The following a/c's having been examined and recommended for payment by the Finance Committee were on the Motion of Mr. Harris seconded by Mr. Tuge passed

The Secretary	15-13-4
The Assistant	9-7-6
Geo. Robertson	3-2-6
S. Mullen	3-15-6
Gas Oct	5-10-0
Dumpster	2-14-8
Sundry a/c's	5-18-8
Dikes	6-10-5
City Rates	7-5-0
Dawson & Sons	20-0-0
	<u>80-17-7</u>

It was moved by Mr. Meeks seconded by Mr. Harris, that the Library Committee be empowered to purchase books from Mullen's Catalogue, value not to exceed the sum of - Fifty pounds - Carried
A. W. P. 5/1/71

Thursday
~~Monday~~ 5 Jan^y 1871.

The General Committee of Management met this evening

Present - The President in the Chair
Mess^{rs} Edwards Barwick
Munro Meek
Thomas Tuge
Harris Benjamin
Dr. Wilkie & Smith

The Minutes of the Meeting of the General Committee of Management held Dec 5th were read and confirmed

The Minutes of the Meeting of the Finance Committee held Jan. 4th were read

The Secretary reported that Holdens contract for alterations in the office occupied by Mr. Bradley has been signed by the Contractor and Bradley

The President informed the Committee that in accordance with the Minutes of last meeting with reference to the purchase of Books from Mullen's clearance Catalogue - a selection had been made and the Books added to the Library. It was moved by Mr. Meeks seconded by Mr. Edwards - that the action of the Library Committee be approved of and the a/c paid - Carried.

Resolved - That the President, Vice President, Mr. Harris and Mr. Edwards be appointed a sub-committee for drawing up the Report for 1870.

Resolved - That the General Committee meet on the evening of the 23rd Jan. to receive the Draft Report of the Committee of the Committee of Management for 1870

A. W. P.
Pres.
6. 2. 71