

Dec^r 4. 1871

been expended

Moved by Mr. Swift - seconded by Mr. Munro

"That the extra sum viz £6-18-0 applied for by the Library Committee to complete the purchase of 2nd hand Books, be granted" Carried

That the volumes of Poems by Mr. H. Henry of California be received and the Secretary instructed to ~~acknowledge~~ acknowledge the same with the thanks of the Committee Carried

J. W. Ch = 4/1/72

Special Meeting of the General Committee of Management

Dec^r 11th 1871

Present - The Vice President - in the Chair
Mess^{rs} Swift, Thomas, Munro, Barwich, Benjamin, J. J. Mackerzie, Gardner

Mr. Paynes letters of the 6th and 8th inst., were read, in reference to the loan of £5000 after which

It was moved by Mr. Juge seconded by Mr. Barwich "That Mr. Paynes letter be received and that the whole question of the loan stand over until next monthly meeting" Carried

J. W. Ch = 4/1/72

Thursday 4th Jan^y 1872

The General Committee of Management met this evening
President - The President - in the Chair

The Vice President -
D^r Smith

Mess^{rs} Munro - Barwich
Swift - Staines
Templeton - Thomas
Benjamin Mackerzie

The Minutes of the Meeting of the General Committee of Management held Dec^r 4/71 were read and confirmed also the Minutes of the Special Meeting of the General Committee of Management held Dec 11 were read and confirmed

The Minutes of the Finance Sub-Committee held Jan 3. and the Minutes of the Library Sub-Committee were read

Correspondence

Letter from H. A. Strong with reference to lending periodicals out of the Reading Room on Saturday evenings - complaining that the Secretary had refused to supply him on Saturday evening Dec 30 with a periodical while another member had procured three too.

Moved by the Vice President - seconded by Mr. Templeton "That Mr. Strong's letter be referred to the President and if necessary to appoint a meeting at the Institution with Mr. Strong" Carried

The following a/cs. having been examined and recommended for payment were submitted and passed

Crouch & Wilson for 2 nd prize design	20-0-0
The Assistant	9-7-6
The Secretary	16-13-4
Gas Nov. Dec	9-13-7
Daily Telegraph, ad ^d 7.	1-5-6
Whitehead	1-5-0
Mullen to Dec. 30.	18-18-0
Geo Robertson	1-8-6
Holdsworth Carpenter	2-2-0
Sundries	3-4-10
Secretary 10 p.c. Com. on £181-0-0	18-2-0
Dawson & Sons in part payment Int ^y to Au	25-0-0
	127-0-3

Minutes Jan 4/72 continued

The New Books as per Sellers Invoice submitted at the recommendation of the Library Committee were passed

Sub-Committee to draw up the report of the Committee of Management for 1871

It was moved and seconded that the following members be appointed a sub-committee to draw up the report - viz

- The President
 - The Vice President
 - D. Smith
- Carried

The Loan

Moved by Mr. Harris seconded by Mr. Templeton "that the President and Mr. Mackenzie wait on Mr. Payne and are empowered by this Committee to arrange the loan of £5000 on the terms accepted by Mr. Payne in his letter of 2nd Dec/71" Carried

Amended plans explained by Mr. Smith

Moved by Mr. Harris seconded by Mr. Munro "that the plans as submitted by the architect be approved of by this Committee subject to such alterations that may be suggested by the ^{representative} sub-committee (appointed Nov 13/71 to consider the plans" Carried

A. W. Biers Esq. 5. 2. 72

January 26th 1872

The Sub-Committee appointed to prepare the Annual report of the General Committee of Management for 1871 met this evening. present The President The Vice President D. Smith

The draft copy of the Report was read over and revised and ordered to be submitted to the special meeting of the General Committee of Management to be held on Monday Jan 29th 1872

Monday Jan 29th 1872

Special Meeting of the General Committee of Management held this evening Present

- The President in the Chair
- Mr. Barwick, Mr. Munro.
- " Harris, " Gardiner
- " Benjamin " Thomas

The draft report for 1871 as prepared by the sub-committee appointed Jan 4th was read Moved by Mr. Benjamin seconded by Mr. Barwick "that the draft report now read be adopted by this committee" Carried

Moved by Mr. Harris seconded by Mr. Barwick "that the plans as amended after having been submitted to the Building Surveyor and referees also the Central Board of Health, were explained by Mr. Smith Architect, and approved by this committee" Carried

A. W. Biers Esq. 5. 2. 72

Annual General Meeting of Members January 30th 1872

The President (Henry Biers Esq.) in the Chair

The Advertisement calling the Meeting was read (The said adv^{ts} had appeared in two daily newspapers and a notice had been posted in the reading room in accordance with rule 16th)

The Minutes of the Annual General Meeting of Members held Jan 31st 1871 were read and confirmed also the following special meetings were read viz

Special General Meeting held March 22nd for the appointment of Edward Maddox Gibbs Esq. as trustee in room of Charles Steape Esq. removed, having left the Colony read and confirmed

Annual General Meeting Jan^y 30th cont^d

Special General Meeting held Sep^r 6th for the Revision of the Rules read and Confirmed

Special General Meeting held Sep^r 18th to consider the desirability of adding to the present buildings by the erection of a Hall and other accommodation and if decided on, to authorise the Trustees to borrow the amount necessary for such work read and confirmed

Special General Meeting held Sep^r 25th to confirm the resolution passed at the Special Meeting held Sep^r 18th read and confirmed

The Report of the General Committee of Management for 1871 with the Treasurers Statements of accounts duly Audited were read and on the Motion of the Rev^d J. M. Strongman seconded by Mr. J. D. Dickson were adopted unanimously

Scrutiners

Mess^{rs} Milne and Lawrence were unanimously elected Scrutiners

"Election of Office bearers for 1872"

Moved by S. M. Gibbs seconded by H. Harris that Henry Biers Esq^r be re-elected President for 1872 carried unanimously

Moved by D. Benjamin seconded by H. Thomas that Henry Meeks Esq^r be re-elected Vice President for 1872 carried

Moved by J. Horsfall seconded by F. L. Roberts that the following members be re-elected Trustees for 1872 viz S. M. Gibbs Esq^r, J. Moubray Esq^r & J. J. Sumner Esq^r Carried unanimously

Ann^l Gen. Meeting Jan 30th cont^d

Moved by Rev^d J. M. Strongman seconded by D. Benjamin that the Hon. David Wilkie M. D. be re-elected Treasurer for 1872 Carried unanimously

Moved by H. Meeks seconded by J. Dickson that Mess^{rs} F. S. Sinclair and Geo. Rush be re-elected Auditors for 1872 Carried unanimously

Moved by A. J. Porter seconded by J. Horsfall that Godfrey Howitt M. D. be re-elected Curator for 1872 Carried unanimously

The following Members were nominated to fill the eight vacancies in the Committee

Barwick, J.	39
Benjamin, D.	39
Smith, D. P.	35
Munro, A.	35
Mackenzie, A.	34
Gardiner, S.	29
Strongman, Rev ^d J. M.	29
Swift, J.	25
Dickson, J.	22
Scott, J.	13
Rennie, J.	12
Battou, J. J.	5
Arent, W.	3

The President announced the numbers of Candidates as given above and the following were declared duly elected viz Mess^{rs} Barwick, Benjamin, Smith, Munro, Mackenzie, Gardiner, Strongman for Two Years and J. Swift (in room of D^r Richardson resigned) for One Year

A Vote of Thanks to the Chairman on the Motion of H. Meeks seconded by A. Mackenzie was Carried Unanimously.

[Signature]
Dec 28/1/73.

Monday 5th Feb^y 1872

The General Committee of Management met this evening
 present - The President in the Chair
 The Vice President -

Rev^d Mr. Stoughton D^r Smith
 D^r Gilber D^r Wigg
 Mess^{rs} Thomas Fuge
 Barwick Swift
 Templeton Gardiner

The Minutes of the General Committee of Management held Jan. 4th were read and confirmed

The Minutes of the Special Meeting of the General Committee of Management held Jan. 29 were read and confirmed

The Minutes of the Annual General Meeting of Members held Jan. 30. were read

The following a/cs were submitted and passed for payment - viz

The Secretary, salary one month (Jan) £16-13-4
 The Assistant " " Jan. 10-16-8
 £ 27-10 "

The following tenders for printing the Annual Report for 1871 were opened and were as under viz

St. Thomas	for 500	4-15-0	for 1000
Mason & Co	"	6-5-0	" 7-17-6
Stillwell	"	6--" "	" 8--" "
Fergusson & Moore	"	5-19--	" 7-1-6
Chanson	"	6-10--	" 8-15--

Moved by the Vice President - seconded by D^r Smith
 that 500 copies of the report be printed and that Mr. Thomas tender being the lowest be accepted Carried

Sub Committees for 1872

Moved by Mr. Barwick seconded by Mr. Gardiner
 that the sub committees for 1872 consist of the following members - viz

Finance

The President
 Mess^{rs} Mackenzie
 Fuge
 Thomas
 Swift
 Templeton

Library

The President
 D^r Gilber
 D^r Wigg
 Rev^d Mr. Stoughton
 Mess^{rs} Manso
 D^r Smith

House

The President
 Vice President
 Mess^{rs} Barwick
 Benjamin
 Harris
 Gardiner

Carried

Moved by Mr. Gardiner seconded by D^r Smith
 "That a paragraph referring to the Election of Edward Maddox Gibbs, as Trustee in room of Mr. Clark, Hays Esq^r who had left the Colony be inserted in the Annual Report"
 Carried

Moved by Mr. Barwick seconded by D^r Smith
 "That the Assistant's salary be £150 per Annum from the 1st Jan^y"
 Carried

Moved by Mr. Thomas seconded by the Rev^d Mr. Stoughton
 "That a circular be printed and forwarded to all the publishers of the Colonial Newspapers inviting them to send a copy of their paper to the Institution, the Committee engaging to pay the postage only"
 Carried

The List of Magazines and Newspapers was read over and revised

The following ordered to be discontinued

La Liberté daily newspaper
 Pall Mall Gazette "
 Scotsman "
 Glasgow Herald "
 Revue des deux Mondes

The following to be added

Weekly "Scotsman"	2 Bow Bells	1 Contemporary Review
Weekly "Glasgow Herald"	Food Journal	
Pall Mall Budget	Englishwoman's Dom. Mag.	
Public Opinion	Science Gossip	
Daily "Telegraph"	London Quarterly Review	
	Chrono-Lithographic Mag.	

J. M. S.
 Ch^g 4.3.72

Monday 4th March 1872

The General Committee of Management met this evening
 Present The President (in the Chair)
 The Vice President
 Mr. Gillbe Mr. Smith
 Rev. Mr. Stouman
 Messrs Harris Templeton
 Barwick Judge

The Minutes of the Meeting of the General Committee of Management held Feb. 5. were read and confirmed --

The Minutes of the Meeting of the Finance Committee held March 1st and the Minutes of the Library Committee Meeting held March 4. were read

The Secretary laid on the table copies of the Annual report for 1871 as ordered to be printed by the Committee at their last meeting

The circulars to proprietors of newspapers ordered to be printed by the Committee had been attended to and answers had been received from about 40 newspaper proprietors

The amount required to pay for postages would be about £12-0-0 moved by Rev. Mr. Stouman seconded by Mr. Barwick that the amount reported by the subcommittee for postages be paid ^{Carried}

Correspondence

Letter from Mr. Sait, Mechanics Institution, Mirino. for a presentation of books. Moved by Mr. Gillbe seconded by Mr. Sage - "the secretary to reply to said letter and inform Mr. Sait that the Committee had not the power to make presentations of books" Carried

Letter from the Registrar - General requesting statistics with reference to the Institution

Moved by Mr. Harris seconded by the Rev. Mr. Stouman "that the secretary supply the information required" Carried

Moved by the Rev. Mr. Stouman seconded by Mr. Harris "that the following etc having been examined and

recommended for payment - he now passed - viz

2 Copies Punch July to Dec 1/71	1-4-0	
Powceby Reading to Dec 31/71	5-12-9	
Hillwell and Kilgilt " "	2-10-	
Syme Advertising " "	1-17-	
Sundry a/c's		
Smith, Bookseller	"-16-6	
Williams, W. St.	" 16-	
Clawson & Co, Aust. " to end of Jan 1/72	"-4-	
Stamps for circulars to newspaper proprietors	1-3-	
Firewood 3 months	1-5-	
Foreign Postage on newspapers	2-8	
Advertising Annual Meeting	9-6	
Sundries	1-6-3	6-2-11
Fuel Jan. Feb		7-15-
Armstrong, newspapers Jan to March 1/72		7-10-6
Water Rate Jan to June 1/72		4-2-6
Thomas, Advertising in Guide Book		1-10-0
Assistant Salary 1 mo.		10-15-8
Secretary " "		15-13-4
Dawson & Sons on a/c		25--
		£ 90-14-8

The a/c £7-14-6 from Cooper of Portland ^{referred from the Finance Com.} was explained by the Secretary when it was moved by Mr. Sage seconded by the Rev. Mr. Stouman that the Committee should pay the sum of £6-10-6 being the amount due for the paper and the Secretary pay £4-4-0 the Court charges for allowing it to be taken into the County Court 6-10-6

Moved by Mr. Harris seconded by Mr. Barwick "that the books now submitted for approval from the Library Committee be purchased" Carried 11-4-9

Resolved - that the Secretary be instructed to reply to the proprietor of the Essex and Courier declining the terms he offers to supply the Institution with the paper and refer him to the printed circular forwarded to him 7-14-6

March 4/72

Mr. Smith, Architect being present submitted the plans and specifications of the proposed new Buildings and alterations in the front Building when it was moved by Mr. Smith seconded by Mr. Harris

That a Building sub-committee be appointed to consist of the President, the Vice President, Messrs Barwick Benjamin and Templeton and that the plans and specifications submitted by Mr. Smith be referred to said Building Committee for their approval and the said Committee be authorised to instruct the Architect to call for Tenders

Carried

J. W. Harris
 Secy 8/4/72

March 6th 1872

Building sub-committee

present
 The President
 Mr. Templeton

Mr. Smith being present submitted the plans and specifications which were carefully examined by the sub-committee

The following instructions were given to the Architect -

That the Platform floor be included in the specifications also all gas pipes and connections

A separate metre for the Hall and restment room
 Terms of payment - 75 p.c. on work done, to be paid monthly, on the Wednesday after the first Monday every month -

All the Buildings at the rear of the Institution to be up within six months

Resolved - that the Architect be instructed to advertise for Tenders, to be in on Monday 18th March

Thursday 21st March 1872

Special Meeting of the General Committee of Management

present The President in the Chair
 The Vice President
 Mr. Benjamin Mr. Juge
 Mr. Mackenzie
 Dr. Gilbee Dr. Wigg

The Committee met this evening to receive and open the Tenders for the additions and alterations to the Institution

Sixteen Tenders were received, all were handed in previous to 7.30 as advertised

Moved by Mr. Juge seconded by Mr. Meeks, Vice President "that the Tenders received be now opened and one accepted - subject to the approval of the Trustees."

Totals		No. 1.		No. 2.		Deposit		
2	7298	"	"	750	"	50	"	Cheque
7	6894	7	11	716	8	50	"	Note
3	6640	18	"	661	18	50	"	Cheque
1	6259	12	8	561	11	50	"	Cheque retained and receipt given
4	6860	"	"	660	"	50	"	Cheque
	7069	11	7	718	13	50	"	Cheque
	7331	2	"	797	8	50	"	Cheque
	6870	11	"	785	18	50	"	Cheque
	7207	13	11	732	13	50	"	Cheque
	6430	4	3	790	4	50	"	Cheque
	6883	4	3	565	"	50	"	Cheque
	7699	"	"	876	"	No	"	Deposit enclosed
	7315	"	"	790	"	No	"	Deposit enclosed
	7064	"	"	740	"	50	"	One note
	7214	14	6	714	14	50	"	One note
	7554	12	6	713	"	50	"	Cheque

Minutes Continued

March 21st 1872

After the examination of the tenders the following --
announcement was read over to the Contractors present

"The lowest tender is that of Messrs Turnbull and Dick
"The Amount of the tender is £1259. 13. 8 (5698. 2. 7.

and 561. 11. 1) Such tender is accepted subject to the approval
"of the Trustees also subject to the condition that the amount may
"be reduced to the sum voted to the Committee for the purpose,
"to the satisfaction of the Committee and the Architect in such items
"as may be thought proper" agreed to by
Messrs Turnbull & Dick

After reading over the above statement the ^{sums} Deposited
with the tenders were returned to the Contractors with the
exception of Messrs Turnbull & Dick which was retained

Moved by Mr Benjamin seconded by Mr Harris

"That the Architect report the amount to be saved by
making the basement 9 ft. instead of 10 ft. by dispensing
with the gallery -
and in any other items he may recommend for reduction
without interfering with the general design
Carried

The following letter was sent to Mr J. B. Payne
Sir

I am instructed to inform you that the Committee are now
in a position to accept your offer of a loan of £6000 at 6 p.c.
interest on the security of the property of the Institution and on the
conditions hereto annexed

Will you be good enough to state to whom the title shall
be submitted for approval

I have the honor to be

Sir

Your Obedt. Servant

W. Thompson,
Secy

J. B. Payne Esq
Morningside

W. Harris
Ch. 21/4/72

March 28th 1872

Special meeting of the General Committee
of Management - held this evening

Present the President in the Chair

Mr Wilkie

Rev. Mr. Strongman

Messrs Benjamin,

Harris

Parwick

The Meeting was called to receive the Architect's report
re-possible reductions in new buildings, and to consider
adviseability of such reductions and

Letter from Mr J. B. Payne re loan

Letter from Mr Payne read

Morningside

23rd March 1872

W. Thompson Esq

Secretary to the Melbourne Mechanics Institution

Sir

I am in receipt of yours of the 22nd inst. in reply I beg
to refer you to my solicitor Mr. S. L. Fair, Market Buildings
Collins St. West, I have written him by this post requesting him
to attend to this matter, you will find him prepared to
facilitate matters as much as possible

I am your Obedt. Servt

Signed J. B. Payne.

Moved by Mr Benjamin seconded by Mr Strongman

"That the Secretary be authorised to place in the
Certificate of Title, Opinions &c in the hands of Messrs W. & A. Wood
and Gibbs for inspection by Mr J. B. Payne's solicitor"
Carried

The Architect's report read

The Committee being of opinion that the suggested reductions
if made would be disadvantageous to the general design
over

Minutes March 28th 1872

The following resolution was submitted and carried

Moved by the Rev^d Mr. Strongman seconded by Mr. Benjamin
"That an application be made to Mr. Payne to know
whether he is willing to advance should it be required -
a further sum of £1000 on the same terms
Carried

A. W. S.
Ch^m 8/4/72

Monday 8th April 1872

The General Committee of Management met this evening

present The President in the Chair
The Vice President
Mrs. Melkie, Fildes & Wigg
Messrs. Barwick, Benjamin
Thomas, Gardener
Jauphton, Mackenzie
Rev^d Mr. Strongman
12

The Minutes of the meeting of the General Committee of Management held March 4/72 were read and confirmed

The Minutes of the Building Sub-Committee meeting - held March 6/72 were read

The Minutes of the Special Meetings of the General Committee of Management - held March 21st and 28th were read and confirmed

Correspondence

Mr. Munro's resignation as member of Committee
Mr. Payne's letter re £1000
Mr. Vails letter re £6000
The Contractors (Messrs Turnbull & Dick) letter to Mr. A. L. Smith architect

Minutes April 8/72 cont^d

Moved by Mr. Benjamin seconded by Mr. Mackenzie
"That Mr. Munro's resignation be accepted and the
thanks of the Committee be conveyed to him for his past-
services in behalf of the Institution"
Carried

Moved by Mr. Benjamin seconded by Mr. Barwick
"That the Contractors be informed that as the
financial and legal arrangements are not yet
completed, the Trustees are not in a position to finally
accept their tender"
Carried

The Secretary reported that Mr. Mullens clearance Catalogue
would be ready about the 20th of this month and recommended
that a sum of money be voted for the purchase of Books from
the Catalogue

It was moved by Mr. Mackenzie seconded by Mr. Benjamin
"That the sum of £15 be voted for the purchase
of Second hand Books from Mullens clearance Catalogue"
Carried

Moved by Mr. Mackenzie seconded by Mr. Benjamin
"That in order to fill the vacancy in the General
Committee of Management caused by the resignation of Mr.
Munro, they do now nominate N. Arent, M. R. C. S. England.
The Election to take place at the meeting of the Committee
to be held on Monday May 6th"
Carried

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

Cooperation	from date Jan to June 7-5-0	13-1-8
Lighting	" Jan to Dec 4-16-8	10-16-8
Assistant Salary		16-13-4
Secretary	"	4- " "
So. of Commerce	to June 1/72 (82 pence)	1-19- "
Daily Herald & Post	to March 1/72	4-6- "
Gas Company	(March)	1-4- "
Chatwin Charles Pagette postage 2 years		1-5-8
sundries		£ 52-7-4

A. W. S.
Ch^m 8/5/72

Thursday 18th April 1872

Special Meeting of the General Committee of Management met this evening

Present

The President
The Vice President
The Hon. Mr. Wilkie
Rev. Mr. Strongman
Messrs Thomas, Sage
Mackenzie, Swift
Templeton

The business on the circular calling this meeting was as follows, viz -

"Letter from Mr. Vail, Solicitor favorable to the loan and action to be taken thereon"

Mr. Vail's letter dated 18th April read

To Mr Walter Thompson
Secretary
Melbourne Mechanics Institution

re Loan from Mr. J. B. Payne

I am instructed by Mr. J. B. Payne to say that as this Counsel has given his opinion in favor of Mr. Payne advancing the loan to Messrs Snowbrey Sumner & Gibbs on security of the Institution's freehold property without the necessity for going beyond the Certificate of Title (all things being bona fide) he is prepared to advance the money in such instalment as may be required and under the printed conditions upon which this tender was accepted

I shall now proceed with the preparation of the mortgage
Yours Obedly
Signed E. L. Vail

It being found necessary to procure another £1000 to carry out the amended design with the front improvement the following motion was made

Minutes 18 April contd

Moved by Mr. Mackenzie seconded by Rev. Mr. Strongman

"That a special ~~Meeting~~ General Meeting of the Members be called for Monday the 29th inst. for the purpose of authorising the Trustees to borrow an additional £1000 on Mortgage, the said further sum being requisite for carrying out the amended design with the front improvement."

And consequent upon the Motion being carried at such meeting, that such sum be borrowed, that a second General Meeting be called for Thursday the 9th prox. to confirm such vote" Carried

Moved by Mr. Sage, seconded by Mr. Mackenzie

"That the ~~President~~ President and Treasurer of the Institution be authorised to accept Messrs Turnbull & Dick's tender No. 1. of £5898. 2. 7. for the erection of the new Hall and performance of the incidental works for which they have tendered and also to sign the necessary instrument for this purpose" Carried

Clerk
of
Works

Moved by Mr. Mackenzie seconded by Mr. Templeton

"That a Clerk of Works be employed to superintend the erection of the Hall and works in connection with it" Carried

Moved by Rev. Mr. Strongman seconded by Mr. Templeton
"That the Clerk of Works be appointed by the Building Committee" Carried

A. W. S.
Secy 4/18/72

19th April 1872

Present The President and The Treasurer
Mr. A. L. Smith, Architect
Messrs Turnbull and Dick, Contractors

This Meeting called for the signing of the Contract No. 1. as mentioned in the Minutes of the Special Meeting of the General Committee held April 18th

The Contract read over and signed

The deposit receipt returned to Contractors
See Receipt. 10/11/72
Contract No. 1. 1872
Deposit receipt on the Oriental Bank for £300 handed in by the Contractors
an acknowledgment given by the

President and Treasurer as follows

Melbourne 19th April 1872

Received from Mess^{rs} Turnbull & Dick a Deposit Receipt from the Oriental Bank Melbourne for the sum of Three hundred pounds Stg. (No. B. 4276.) The sum to be held by us as security for the performance of a Contract entered into between us this day for the execution of certain works at the Melbourne Mechanics Institution
Signed

Special General Meeting of the Members

29th April 1872

The President in the Chair. The following Members of Committee were present.
The Vice President -
Mess^{rs} Benjamin - Barwick
Harris - Thomas
Templeton

Special General Meeting of the Members of the Institution summoned by notice posted in the Reading Room and advertised in the "Argus" and Daily Telegraph on Friday - the 19th inst. in accordance with Rule 17

The President read the advertisement summarizing this meeting after which he proceeded to give full particulars showing how the former estimate of expenditure for the new works had been increased and the necessity for an additional £1000

It was moved by Mr. Wm. Jackson seconded by Mr. J. Batten "That this meeting do hereby authorize the Trustees to borrow an additional £1000 on Mortgage of the real property of the Institution. The said further sum being requisite for carrying out the amended design with the front improvements

Carried unanimously

Cont^a

Minutes cont^a

Moved by Mr. P. S. Sinclair seconded by Mr. F. W. Ausinch "That a second General Meeting for the purpose of confirming the resolution carried this evening be held on Thursday, the 4th proximo"

Carried unanimously

about 100 Members were present at the meeting

P. S. Sinclair
Secy 9/5/72

Monday 6th May 1872

The General Committee of Management met this evening

Present The President in the Chair
The Vice President
The Rev^d Mr. Strongman
Mr. Higg
Mess^{rs} Gardiner Barwick
Thomas Templeton
Mackenzie Page &
Harris also
Mr. Smith, Architect

The Minutes of the Meeting of the General Committee of Management held 8th April were read and confirmed

The Minutes of the Special Meeting of the General Committee of Management held 18th April were read and confirmed

The Minutes of the Meeting held 19th April for the signing the Contract No. 1. for the new Buildings were read

The Minutes of the Special General Meeting of Members of the Institution held 29th April were read and approved

Over

Returned by order of Architect - see letter with Contract in Jan 1873

Minutes Court^d

The Minutes of the Meeting of the Finance Committee held 3rd May were read

Correspondence

Letter from Dr. Smith containing his resignation as member of Committee was read

Moved by the Vice President - seconded by the Rev^d Mr. Strougan "That the resignation of Dr. Smith be accepted and that the thanks of the Committee be conveyed to him for the great interest he has usually taken in the welfare of the Institution" Carried

The following a/c's having been examined and recommended for payment were on the motion of the Rev^d Mr. Strougan seconded by Mr. Harris put to the meeting and passed

The Secretary	Salary	16-13-4
Assistant	"	10-16-8
Mullen	Mags	15-1-
Robertson	Books	3-5-9
Gas Comp	April	5-14-
M ^c Lettan	nightman	4-4-
Supplies		2-16-8
		£ 58-11-5

There being no accommodation for the Secretary on the premises while the building operations are going on

Accommodation for the Secretary

It was moved by Mr. Templeton seconded by Mr. ~~Templeton~~ that the cost of the rooms the Secretary has engaged at 30/- per week be paid by the ~~Committee~~ ^{Institution} until his quarters are ready in the Institution Carried

Mr. Sage moved and Mr. Mackenzie seconded the nomination of Mr. J. J. Batten as member of Committee in room of Dr. Smith resigned

Moved by Mr. Mackenzie seconded by Mr. Barwick that R. Arant M. R. C. S. England be elected a member of the General Committee of Management of the Institution in the room of Mr. Munro resigned Carried

Minutes Court^d

Moved by Mr. Mackenzie seconded by Mr. Harris that a reduction of two feet in the height of the Hall be made as recommended by the Architect

Carried

Resolved - That the Clerk of works, or some responsible person acquainted with the duties, be always present while the works are going on

Figure or Group over the Front Door

Resolved - That it be an instruction from this Committee to the Building Committee that they procure a figure or Group ~~for the centre of the arch~~ ^{to be placed} over the front door facing Collins Street

Moved by Mr. Barwick seconded by Mr. Strougan that the Secretary communicate with Mr. Payne and ascertain whether he would extend the period of the loan to 16 years, instead of 14, in consequence of the extra £1000 being advanced

Carried

[Signature]
3/6/72

Thursday 9th May 1872

A Special General Meeting of the Members of the Institution was held this evening

The President in the Chair

The Chairman read the following notice concerning the Meeting

Melbourne Mechanics Institution

A Special General Meeting of the Members will be held on Thursday the 9th May at 8 O'clock p.m.

For the purpose of confirming the following resolution, which was passed unanimously on the evening of Monday the 29th inst;

viz - "That this meeting do hereby authorize the Trustees to borrow an additional £1000 on Mortgage of the real property of the Institution, the said further sum being requisite for carrying out the amended design with the front improvements"

By order W. Thompson, Secretary

30 April 1872

The above notice having been posted in the room and advertised in the Daily Newspapers in accordance with Rule 17.

The Minutes of the Special General Meeting of Members held on Monday 29th April were read and found correct

Moved by Mr M. B. Lach seconded by Mr W. J. Schmit

That the Resolution passed at the Special Meeting held on the 29th April - viz

"That this meeting do hereby authorize the Trustees to borrow an additional £1000 on Mortgage of the real property of the Institution, the said further sum being requisite for carrying out the amended design with the front improvements - be now carried unanimously"

About 150 Members were present

J. P. W. S.
Ch^m 9/5/72

Thursday 9th May 1872

Special Meeting of the General Committee of Management met this evening

present - The President in the Chair

The Vice President -

Messrs Thomas, Sage, Mackenzie

Rev^d Mr Strongman

Mr. Wisewould, Solicitor, also present

The Minutes of the Special General Meeting of Members held this evening (May 9th) were read and signed as correct

Mr. Wisewould read communication from Mr. Phil, Solicitor, accompanying Draft ~~and~~ Mortgage Deed and also letter to Mr. John W. Smith, Solicitor, requesting him to draw up a saving clause to protect his clients (Messrs Moubrey and Sumner) and insert the same in the blank in the Deed left for that purpose

J. P. W. S.
Ch^m 9/5/72

Building Committee 11th May 1872

present - The President

The Vice President

Messrs Barwick and Templeton

The Meeting called to receive the Architects Report as to the Measurement of the Land belonging to the Institution

Mr. Smith, Architect, being present reported that he had had the Land surveyed by James the town and the boundaries fixed, he found that the wall belonging to Mr. Coates encroached 1 inch on the old foundation at the North East corner of the said wall and he wish to know what steps he was to take with reference thereto

Moved by Mr. Meek seconded by Mr. Barwick

"That the Solicitors of the Institution be consulted on the subject and to ascertain who is responsible for the protection of the wall abutting on the Institution Land" Carried

Monday June 3rd 1872

The General Committee of Management met this evening

Present

The President in the Chair

Messrs Barwick Thomas
Swift Benjamin
Harris Templeton

Rev. Mr. Strouganau

Dr. Wigg

The Minutes of the Meeting of the General Committee of Management held May 6. were read and confirmed

The Minutes of the Special Meeting of the General Committee of Management held May 9th were read and confirmed

The Minutes of the Building Sub Committee held 11th May were read

The Minutes of the Finance Committee held May 31 were read

The Minutes of the Library Committee held May 20th were read

Correspondence

Letters from Mr. ^{and Mr. Payne} Solicitor respecting the additional £1000. The President reported the steps he had taken with reference to this matter

Moved by Mr. Swift seconded by Mr. Benjamin

"That this Committee approve of the action taken by the President in arranging with Mr. Payne for the additional £1000" Carried

Letter from Mr. Brachan Hon. Secy to the Board of Management of the Scotch Church Collins St. East with reference to the occupation of the New Hall, when completed, for public worship on Sundays

Moved by Mr. Benjamin seconded by Mr. Swift

"That the Secretary reply to Mr. Brachan informing him that so soon as the works were sufficiently advanced that a day could be named for the opening of the New Hall he would be communicated with on the subject"

Minutes cont'd June 3rd

Election of Mr. Batten

Moved by Mr. Benjamin seconded by Mr. Barwick

"That Mr. J. Batten be elected a member of the General Committee of Management of this Institution in the room of Dr. Smith resigned"

Carried

That Mr. Batten be elected a member of the Library sub Committee Carried

Moved by Mr. Barwick seconded by Mr. Swift

"That the following a/c having been examined found correct and recommended for payment by the Finance Committee be now passed" Carried

Services	2-6-6
Thomas	11-5-0
Sawson & Sons	25- " - "
Gas	6-3- "
Assistant	10-16-8
Secretary	16-13-4
	<u>72-4-6</u>

Recommendation from the Finance Committee with reference to opening a new a/c

Moved by Mr. Swift seconded by Mr. Benjamin

"That in the opinion of the Finance Committee it is desirable that a separate a/c, to be called the Building Fund a/c, be opened with the Bank of New South Wales, to the credit of which all monies received from Mr. S. K. Payne shall be lodged, and that amounts payable on a/c of the New Building shall, on receipt of the Architect's certificate, be payable from the said fund by cheques signed by the President and Treasurer, countersigned by the Secretary." Carried

New Books recommended for the approval of the General Committee

Moved by Rev. Mr. Strouganau seconded by Mr. Harris

"That the New Books now submitted for approval be passed"

Robertson " - 17- " 5-6-4
Muller " - 3-14- " 5-6-4

Carried

Minutes cont'd June 3

Moved by Mr. Harris seconded by Mr. Benjamin
"That the ~~Secretary~~ hand books from Mullens clearance
Catalogue as per Invoice ^{May-22--E13-0-0} ^{June-3--1-2-0} £14-2-0
be now passed

Carried

Moved by Mr. Templeton seconded by Rev. Mr. Paragon
that the British and Foreign Quarterly Review be ordered
from London by first mail

Carried

The Secretary laid on the Table the following work which
had been received from the Mechanics Institution, San Francisco,
viz - Report of the 5th Industrial Exhibition of the Mechanics
Institution, San Francisco

Moved by Mr. Harris seconded by Mr. Benjamin
that the Secretary acknowledge above and at same time
forward the report of this Institution for 1871

Carried

A. P. Biers
£ = 1/7/2

June 17th 1872

Special Meeting of the General Committee of Management
Present The President

Mess^{rs} Swift Benjamin
Batten Thomas
Mackenzie Harris
Templeton

D^{rs} Gilber and Arent
Mr. A. L. Smith, Architect

The Meeting was called to consider as to whether a Memorial
Stone should be placed in the New Hall Buildings and if so
what ceremony should be observed on the occasion

Moved by Mr. Benjamin seconded by Mr. Swift

That the foundation or Memorial Stone of the New Hall be
laid ^{on} the 1st of July next by the President, and that the Members
be invited by advertisement to be present at the ceremony

Carried

June 17

Moved by Mr. Mackenzie seconded by Mr. Batten

that the matter of Refreshments to be provided on the
occasion be left to discretion of the President to order
what was necessary or usual at times and charge the
same to the Institution

Carried

Moved by Mr. Thomas seconded by Mr. Harris

that the following lettering be cut on the stone

this stone was laid by
Henry Biers, Esq^r
President
1st July 1872

Carried

A. P. Biers
£ = 1/7/2

Monday 1st July 1872

The General Committee of Management ^{-met-} this day
present

The President in the Chair
The Vice President
Mr. Gibb, Trustee
Mess^{rs} Thomas Fuge
Barwick Swift
Batten Mackenzie
D^r Arent

The Minutes of the Meeting of the General Committee held
June 3rd were read and confirmed

The Minutes of the Special Meeting of the General Committee held
June 17th were read and confirmed

Moved by the Vice President seconded by D^r Arent

That the President and Treasurer of the Institution
be ^{authorized} by this Committee to sign the No. 2 Contract
of Mess^{rs} Turnbull & Dick for £561-11-1.

Carried