

Minutes of meeting of the Committee of The Melbourne Athlone Club Friday January 13. 1911.

Present Messrs Scudler, (in the chair) Martin Downward, Kelly, Masters, Reunie
apologies were received from Miss Callaway, Duffly, & Chambers

Finance The Finance committee reported that it had audited the accounts for December & had found them correct. Payment of the following accounts was recommended

Secretary salary to 31.12.10	12.10.0
Librarian	18.0.0
Hall Keeper (shuford) wages to 29.12.10	7.0.0
" (Small) 29.12.10	4.0.0
Assistant (Mush) 4 wks to 27.1.11	7.0.0
Library Clerk (K. Groom) 4 wks to 27.1.11	2.0.0
R. Andrews ink to 7.1.11	15
Melville & Mullen books	6.8.6
Geo Robertson & Co	1.19.
Arms shops agents advt	1.0.0
Papers 4.13.9	5.15.9
F. W. Bunnery	1.19.4
Sunday newspapers advt 27/1/11	
Bund. advt 1/6	1.14.6
Chambers & Symon goods	1.5.0
M ^r Keane Bros & King	1.5.0
M. DeLundel & Co	6.2.6
M. Brown repairs	7.0.0
A. Kemp & Sons	1.6.9
Sidney Smith & Co	28.
Met Gas Co	17.3.7
Elect light supply	1.19.8
Petty Cash	8.
	<u>£188.2.7</u>

The statement of accounts for the year was approved and the secretary was instructed to send it on to the auditors. The annual report was also approved.

Insurance It was decided to insure the rents for £1000 in the South British Insure Co.

Brauncombe The secretary's action regarding E Brauncombe was approved.

Carttaku The secretary reported that during the alterations he had not gone on with the arrangement for a night helper. It was decided to carry on as at present & to defer further consideration until the work is completed.

Cheques Mr Reunie was authorized to sign cheques & it was decided to refer the question of the form of the next balance sheet to the December meeting.

Improvements The secretary reported various alterations in the plans caused by the City & Health authorities. It was decided to fall in with the suggestions & Pitters tender (£12) for the ceiling of the Carttaku quarters was adopted.

Secretary It was decided to increase the salary of the Secretary to £200 a year.

D. Martin

Minutes of the Annual General Meeting of members held in the library on Wednesday January 25. 1911.

Present

The President (Mr. F. Scanlen) in the chair Mr. Meeks (Missie) Messrs Apps Martin Chambers, Downward & Cooke and about half a dozen other members.

Notice

The Secretary read the notice concerning the meeting as published in "The Age" & "The Age" & posted in the library & Reading Room.

Minutes

The minutes of the meeting of January 26 1910 were read, & confirmed on the motion of Messrs Meeks & Apps.

Report & Balance Sheet

The report & balance sheet were taken as read on the motion of Mr Chambers and downward.

REPORT OF THE COMMITTEE

OF THE

MELBOURNE ATHENÆUM,

FOR THE YEAR 1910,

To be submitted to the Members at the General Meeting

Wednesday, 25th January, 1911, at 8 p.m.

CLASSIFICATION.	1907.	1908.	1909.	1910.
Agriculture, Commerce, and Statistics	1	1	1	1
Mechanics, Mathematical Sciences, Architecture, Engineering, and Useful Arts	1	2	1	3
Biography, Speeches, and Correspondence	492	472	580	580
Classics and Philology	8	10	12	6
Fine Arts	2	4	1	2
Geography, Voyages, Travels, and Descriptive Works	662	624	819	708
History and Historical Memoirs	284	275	278	195
Jurisprudence and Legislation	1	2	1	3
Medical Science and Chemistry	1	1	1	1
Miscellaneous and Collected Works	349	339	364	391
Natural History and Botany	16	26	32	25
Works of Fiction	9,820	8,789	9,103	8,684
Music	3	1	1	1
Periodical Literature	403	393	367	356
Philosophy and General Science	46	66	79	77
Poetry and the Drama	73	46	71	55
Poetry and the Drama	16	6	14	18
Politics	17	14	18	11
Religious & Ecclesiastical Works	58	20	28	23
Juvenile Works				
	12,253	11,091	11,771	11,140

THE Committee of the Melbourne Athenæum submit their report of the transactions of the year 1910.

The gross receipts of the year amount to £2685 19s. 1d. and the expenditure is £2725 18s. 5d.

The credit balance in the bank is £905 13s. 10d., and there are fixed deposits of £550 in the Bank of New South Wales, and £900 in the Bank of Australasia.

The number of members on the roll is 460, of whom 14 are life members, and 57 joined during the year.

The number of volumes added to the library during the year was 210. The total number of works issued to subscribers was 11,140, and 3822 magazines. During the year the books in the Library have been re-scheduled, and a card catalogue is in preparation, and is nearing completion.

The following return shows the number of works of various classes that have been issued during the last four years:

The Government has contributed during the year:—

Victorian Parliamentary Debates.
The following donations of works have also been kindly made:—

- Per Mr. A. Cash, Perry's Directory of Great Britain and Ireland, and Continental and Colonial Guide, 1910.
- Victorian Year Book, 1908-9, presented by A. M. Loughton, Esq., Government Statist.
- The Christian Science Monitor, from First Church of Christ Scientists, Melbourne.
- History of the French Revolution, Edward Baines, 2 vols., from Mr. J. L. Davidson.
- The New Zealand Official Year Book, by the Government of New Zealand.
- Transactions and Proceedings of the Royal Society of Victoria, Vol. XLIV, New Series, presented by the Council of the Royal Society.
- The United Empire Proceedings of the Royal Colonial Institute Journal, from the Society.
- The Commonwealth Gazette, by the Commonwealth Government.
- Two Copies of Bradshaw's Guide to Victoria, supplied regularly by Messrs. Stillwell and Co.
- The Sydney Trade Review and Prices Current, by the proprietors Messrs. Mitchell, Ohisholm, and Medcalf.

The proprietors of the principal metropolitan and provincial newspapers have also each contributed one copy of their journals.

The Election of Honorary Office-Bearers resulted in the return of the following gentlemen:—President, Mr. F. Scanlen; Vice-President, Mr. E. H. Cooke; Treasurer, Mr. W. A. Callaway; Committee, Messrs. Kent and Rennie.

There have been 14 meetings of the General Committee.

The President, Mr. F. SCANLEN	attended 14
The Vice-President, Mr. E. H. COOKE	" 8
The Treasurer, Mr. W. A. CALLAWAY	" 10

COMMITTEE:

Mr. Martin	attended 13	Mr. Rennie*	attended 13
Mr. Masters	" 18	Mr. Rooke†	" 18
Mr. Apps	" 12	Mr. Kent‡	" 12
Mr. Kelly	" 12	Mr. Hamilton§	" 12
Mr. Downward	" 10	Mr. Chambers 	" 10
Mr. Dufty	" 4		

FINANCE COMMITTEE (12 Meetings).

Mr. Callaway (Chairman) attended 12	Mr. Rennie*	attended 12
Mr. Kelly	Mr. Masters**	" 12
Mr. Cooke	Mr. Dufty	" 5
Mr. Rooke†	Mr. Scanlen	" 5

- * Mr. Rennie was on leave of absence from February to October.
- † Mr. Rooke died on June 1, 1910.
- ‡ Mr. Kent has been absent on sick leave since May.
- § Mr. Hamilton resigned on June 3, 1910.
- || Mr. Chambers was elected on August 5, 1910, but was unable to take his seat owing to pressure of business.
- ** Mr. Masters was elected to the Finance Committee in August.

The President, Vice-President, Treasurer, and the following Members of Committee retire from office, but are eligible for re-election, viz.:—Messrs. Apps, Kelly, Downward, Dufty, Chambers.

Members are reminded that they may make nominations to fill the vacancies at the close of the Annual Meeting (which the members are earnestly requested to attend), to be held on Wednesday, 25th January, 1911.

The Committee regretfully report that during the year the Institution lost, by death, the valuable services of Mr. Thomas Rooke, who had been a member of the Institution since 1884, and was an energetic and useful member of the Committee.

The Committee during the year accepted, with regret, the resignation of Mr. T. Hamilton as a member of the Committee.

During the year extensive alterations and improvements have been effected, and the Committee has let tenders for further improvements, which are now being carried out.

The want of a central art gallery in Melbourne led your Committee to the belief that the Upper Hall could be converted into an up-to-date picture gallery, by the erection of a lantern light roof. The work was carried out by Messrs. Spargo and Taylor, Contractors, under the supervision of Messrs. Sydney Smith and Ogg, Architects, and has proved most successful. The Victorian Artist's Society, Messrs. Walter Withers, Bernard Hall, and T. C. Lothian, held exhibitions in the gallery last spring, and there are numerous lettings already booked for the coming art season.

A new fire-proof biograph chamber has been erected at the back of the gallery, thus providing increased seating accommodation, and complying to the full with the requirements of the Board of Public Health.

Your Committee has felt that in order to provide more comfortable accommodation for Members, a smoking room should be provided, easily accessible from the reading room. The Architects, Messrs. Sydney Smith and Ogg, have prepared plans, and a contract having been let to Mr. J. Pittard, Contractor, the work is now being done. The new room, which will be ready for occupation at the beginning of March, will be L-shape, one arm being 24 ft. x 12 ft., the other 20 ft. x 10 ft. The room will be well lighted and ventilated, and comfortably furnished, and will be stocked with newspapers and magazines. The contract also provides for the renovation and ventilation of the reading room.

Members are invited to assist the Committee in making the smoking room a success, by inducing their friends to join the Institution.

THE TREASURER IN ACCOUNT CURRENT WITH THE MELBOURNE ATHENÆUM.

For the Year ended 31st December, 1910.

To Balance in Bank and Fixed Deposit ..	£2,395 13 2
Subscriptions	£475 19 9
Rent of Large Hall	856 11 0
Front Shops	662 0 0
Small Hall	448 8 10
Rooms	160 5 0
Sales	17 19 6
Interest	64 15 0
	<hr/>
	2,685 19 1

By Interest on Mortgage	£640 0 0
Salaries and Wages	581 7 6
Books, Magazines, and Newspapers	315 15 5
Gas and Electric Light	228 13 0
Repairs, Goods, and Sundries	159 6 2
Improvements	410 7 6
Rates	267 3 2
Insurance	43 10 11
Binding	32 16 9
Postage, Stationery and Petty Cash	30 12 6
Printing and Advertising	12 1 6
Auditors	4 4 0
	<hr/>
	£2,725 18 5

Balance—	
Cash in Bank	£828 17 4
" " Hand	76 16 6
	<hr/>
	£905 13 10
Fixed Deposits	1,450 0 0
	<hr/>
	£2,355 13 10
	<hr/>
	£5,081 12 3

APPROXIMATE STATEMENT OF ASSETS AND LIABILITIES.

ASSETS.		LIABILITIES.	
Estimated value of the real Property of the Institution	£35,000 0 0	Loan under Mortgage	£16,000 0 0
Value of Library	1,500 0 0	Balance	28,605 13 10
Furniture	750 0 0		
Balance in Bank and Fixed Deposit	2,355 13 10		
	<u>£39,605 13 10</u>		<u>£39,605 13 10</u>

Audited and found correct.

JOHN BISHOP, F.C.P.A., }
L. N. RAINEY, A.I.A.V., } AUDITORS.

MELBOURNE, 19th January, 1911.

The President (Mr Scaule) moved & Mr Meeks seconded that the report & balance sheet be adopted. After Mr Manuwarney had asked if he might make some comments had been told that he could do so under the heading of general business the motion was carried unanimously.

Auditors

Mr Manuwarney moved
Mr Masters seconded

That Messrs John Bishop & L. N. Rainey be reappointed auditors. Carried
Mr Manuwarney complained that various publications were not included in the library, that there were signs & objections to tenants signs in the hallway to advertising signs in the outside of the building to the ventilation of the reading room &c as per his letters of Mar 31. July 9 Sept 22 Oct 19 Nov 21 Nov 24. He also complained that he had not received prompt answers to his correspondence
The Chairman dealt with the various complaints and the secretary explained the matters regarding correspondence and the matter dropped.
Other general questions having been asked

Mr Liddleman moved

Mr Manuwarney seconded

That the vote thanks of members be accorded to the President & Committee for their services on behalf of the institution.

The following were nominated as office bearers

President E. H. Cooke Esq

vice President D. Martin Esq

Hon Treas Char Kemmis Esq

Committee Messrs apper, Kelly, Callaway, Downward

Duffy & Chambers & W. H. Thodey

There being no further nominations three

gentlemen were elected.

Minutes of Meeting of the Committee of the Melbourne Athenaeum held on Friday February 3 1911

Present Missⁿ Martin (chair) Masters, Dufty, Thodey, Rennie Chambers & Callaway.

Apology an apology was received from Mr. Cooke for non attendance

Minutes The minutes of the meeting of January 13 were read & confirmed.

Finance The Finance Committee reported having audited the accounts for January & had found them correct. The payment of the following accounts was recommended.

Secretary salary £ 51. 1. 11	16. 13. 4
Librarian " " "	18. 0. 0
S. Shugred wages £ 24. 2. 11	7 0 0
Hallkeeper " " "	8 0. 0
assistant " " 7. 00	
Library assistant " " 2. 10. 0	9. 10. 0
helios " Gas	14. 1. 2
City of Melb ⁿ Street light	17. 7
Gordon & Gotch Newspapers	9. 14. 0
Sunday Newspapers	
Punch " Examiner " 7/6	1. 18. 6
Armstrongs agency Newspapers	1. 12. 0
R. S. Duff's repairs	2. 3. 0
Total	89. 9. 7

The Report was adopted on the motion of Mrs Rennie & Masters

Mr. Callaway gave notice of motion " That the salaries of officers be reviewed by the Finance Committee in January of each year & that no increase of salaries be made except on the recommendation of the

Finance Committee

Finance Committee

The Finance Committee consisting of Missⁿ Rennie, Callaway, Kelly, Masters, Dufty & the President was reappointed.

Library Committee

It was decided to reappoint a Library Committee & Missⁿ Martin, Masters, Callaway, Dufty & the President were appointed. The Committee to meet on same day as the General Committee at 4.15. p.m. Its duties were fixed as to control, report on library in the same way as the Finance Committee reports & acts in regard to Finance.

Books

27 Books were added to the library at a cost of £ 6: 10: 1

3/3/11

D. Martin

Minutes of meeting of the General Committee held at The Athenaeum on Friday Mar 3. 1911

Present Messrs Martin (in the chair) Mastus, Callaway Apps downward Thodey Scaulen Kenzie & Chambers.

Minutes The minutes of the meeting of Feb 3 were read & confirmed
apology an apology was received from Mr Cooke & also from Mr Kelly.

Finance The Finance Committee reported having met & audited the accounts for February & had found them correct. They recommended payment of the following accounts

Secretary Salary 628.2.11	16.13.4
Library	18
S. Shugha wages 651.5.11	8.15.0
Hallkeeper	10
Helper 8.15.0 had 2.10.0	11.5.0
Melville & Muller books	9.9.0
G. Robertson	3.2.8
E. Whitehead magazines	47.7.3
H. Dawson & son	24.9.3
Keacock Bros card index	20.12.6
Meth City Council elect right	2.9.6
Meth Gas Co Gas	14.6.5
Silvers to Printing	9.9.6
Delwood to Printing	1.4.2
Burner newspapers	3.14.10
Richardson Mr Insurance	2.18.6
A Kempson repairs	6.4.9
Mr Brown	2.3
Meth Board of works rates	79.7.2
Chambers & Mrs Moun foods	1.8.9
Subs & M. Douglas Sundries	1.18.0
L.N. Rainey audit fees	2.2.0
John Bishop	2.2.0
Petty Cash	5.0.0
	<hr/>
	£303.19.10

The report was adopted on the motion of Messrs Callaway & Mastus
The resignation of Mr Kelly as a member of the Finance Committee was accepted with regret & Mr Thodey was appointed in his stead

Resignation

New Member

Mr Knight was elected a member of the Committee on the motion of Mr Callaway & Mr Mastus.

Mr Callaway moved in accordance with notice of motion that

The salaries of officers be reviewed by the Finance Committee in January of each year & that as in case of salaries be made except on the recommendation of the Finance Committee

Mr Scaulen seconded the motion which was carried.

Improvements

The secretary reported that a shower bath was necessary & would cost £10.10.0 that whitewashing of the areas would cost ~~£7.9~~ - & would be of great service for height & cleanliness & that he had obtained estimates for alteration of entrance to reading room to cost £10. It was decided to put in the shower & to do the whitewashing but after inspection not to alter the entrance

Secretary's Holidays
Library Committee

The secretary was granted leave of absence for his annual holidays.
The report of the Library Committee (as per page 39 library minute book) was adopted & authority to spend £75 in furnishing given on the motion of Mr Kenzie & Mr Apps.

7/4/11

D. G. Martin

Minutes of Meeting of The General Committee held at the alt. su. a. am on Friday April 7. 1911.

Present

Apologies

Finance

Minutes (Chair)
Messrs Kelly, Duffly, Knight, appts
Chambers & Callaway shown work
apologies received from Messrs
Reunier & others.

The Finance Committee reported having audited the books for March and found them correct. They recommended the payment of the following:

Secretary salary to 28. 2. 11.	16. 13. 4
Reunier	15.
S. S. Kuper	8. 15.
Hall Kuper	10. 0. 0
Helper (J. Mark)	8. 15. 0
Red	2. 10. 0. 11. 5. 0
Melrich Muller Books	9. 9
G. Roberts on	3. 2. 8
E. White head magazine	47. 7. 3
W. Dawson Nov	24. 9. 3
Peacock Bros card in Aug 20.	12. 6
Met. City Can at elec night	2. 7. 6
Met. En. Co.	14. 6. 5
Slides to	2. 9. 6
Returned to	1. 4. 2
F. W. Rainey	8. 14. 10
Richardson Kern to	2. 18. 4
A. Kearsoms	6. 4. 9
M. Brann	2. 0. 3
Met. B. Works	29. 7. 2
Chambers signon	1. 8. 9
Sears and Douglas	1. 18. 0
L. V. Rainey	2. 2
J. B. White	2. 2. 0
Pat. Cash	5. 0. 0
	<u>305. 19. 10</u>

Pat. Cash

The report was adopted on the motion
of Messrs Callaway & appts.
The report of the Finance Committee was
adopted on the motion of Messrs appts
& shown work

E. K. Cooke, Chairman

Minutes of Meeting of the General Committee held on Friday May 5.

Present Mr Cooke (in the chair) Messrs Martin, Thodley, Downward, Knight, Scaulen, Martin, Callaway, Rennie apprs Kelly
Minutes The minutes of the meeting of April 7 were read & confirmed.

an apology was received from Mr Dufty. The Finance Committee reported having audited the accounts for April & had found them correct. They recommended payment of the following accounts

Secretary salary to 30.4.11	16.13.4
Librarian "	18.0.0
S. Shergold wages to 26.5.11.	7.0.0
Hall Keeper "	8.0.0
Helper wages to 26.5.11	7.0.0
assistant " "	2.0.0
W. Buckley 3 wks	6.5.0
Mr Crobie wages (charring)	2.1.3
City Corporation electric light	3.17.5
Metrop Gas Co Gas	20.19.2
W. Delwood Binding	3.12.6
Melville & Mullen Books	2.11.9
Sundry Newspapers Daily Telegraph 1/6	
£ along admt 1/6 Mercury 1/3	18.9
C. F. Pittard repairs	2.18.6
R. S. Duglis "	4.9.0
A. Kempson "	1.18.1
G. E. Bailey sundries	1.3.6
Mr Crobie wages	1.17.6
F. W. Bunnery news papers	5.0.0
Petty Cash	
	<u>£117.1.9</u>

The report was adopted on the motion of Messrs Rennie & Callaway, & the action of placing £350 on fixed deposit was approved.

It was decided to renovate the ladies Room

Improvements

Library

at a cost of £9-
The report of the library Committee that it had chosen books was approved & it was decided to have the library cleaned by Miller & Co. at a cost of £7.10.0 every 6 months for two years

Account Cooke
Chairman

Present

apologies

Minutes

Finance

Minutes of meeting of the General Committee held on Friday June 2. 1911
Messrs Cooke (in the chair) Martin, Martin, apprs, Kelly, Callaway, Thodley & Knight
apologies were received from Messrs Rennie, Dufty & Downward.

The minutes of meeting of May 5 were read & confirmed

The Finance Committee reported having audited the accounts for May and had found them correct. They recommended payment of the following accounts.

Secretary salary to 31.5.11.	16.13.4
Librarian " " 31.5.11.	18.0.0
S. Shergold wages to 30.6.11.	8.15.0
Hall Keeper " " 30.6.11.	10.0.0
Helper " " " " 8.15.0	11.5.0
Librarian assist " " " " 2.10.0	
C. F. Pittard Improvements	102.12.6
C. Johnston 10 Furniture	78.2.5
Richardson Kerr 10 Insurance	35.0.2
Metropolitan Gas Co Gas	20.12.5
Melville & Mullen Books 6.7.5	32.12.5
Magazines 26.5.0	
F. W. Bunnery newspapers	2.1.3
Melbourne Lunch	18.0
Chambers & Seymour Goods	3.3.4
H. W. Handells Sign writing	2.15.0
A. W. Parker repairs to floor	1.6.0
Still well & Co Printing	2.0.0
	<u>£345.16.10</u>

The report was adopted on the recommendation of

Coffe Palace

Miss Martin & Callaway
 The President reported that the Directors of the Coffe Palace had asked that a right of way over which they held the right and the fee simple was in the name of the Trustees should be transferred to them as they wished to build over it. The Coffe Palace held the fee simple of some ground to the East of the Atheneum property through which an exit from the main Hall could be obtained. The right of way was of no use to the institution. Mr. Maston moved & Mr. Martin seconded "that the right of way be exchanged for a similar right over the Coffe Palace land to the East of the Atheneum". Carried.

Brauseombe

Mr. Callaway moved & Mr. Apps seconded "That the President, Messrs Martin Maston & Downward be a sub-committee to discuss the matter with the Coffe Palace Directors & subject to the consent of the Trustees to take any action in the interests of the institution". Carried.

a letter was received from Mr. Brauseombe & it was decided that the Committee should take no responsibility regarding the clothes alleged to have been stolen, that there was no objection to a wire being stretched across the hall for acoustic purposes at Mr. Brauseombe's expense & that no objection would be raised to a weekly smoke concert but that the request to use the gallery for smoking could not be granted.

Attendant

It was decided to engage an attendant at salary £1 per week.

Rehearsals

The applications of the Philharmonic Society & the Melbourne Orchestral Society for rehearsals were granted.

Library

The library committee reported having gone

through the new books and approved of their purchase.
 Edmund Cook
 Chairman

Minutes of meeting of the General Committee held on July 7.

Present

Miss Cooke (Chair) Callaway, Apps, Martin, Thodley, Downward, Rennie, Kelly & Knight.

Apology

an apology was received from W. Daft.

Minutes

The minutes of the meeting of June 2 were read & confirmed.

Finance

The Finance Committee reported having audited the accounts for June & had found them correct. They recommended payment of the following a/cs.

Secretary salary to 30-6-11	16-13-4
Librarian " "	18-0-0
S. Shergold wages to 28/7/11	7-0-0
Hall Keeper	8-0-0
Helper wages 7/11 library assist 7/11 att attendant 7/11	13-0-0
Attendant " to 30-6-11.	3-6-8
Melville & Muller books	3-19-11
Eric Robertson Ho	4-11-5
Gas Company Gas	27-5-2
F. W. Bunnery Newspapers	1-19-10
Arms & Sons Agency "	5-7-6
Trustees (Exors Co) Interest	320-0-0
C. E. Miller Charming Library	7-10-0
W. Detmold Printing	4-15-8
Howard Smith Ho Coal	2-11-0
A. Kemp & Son repairs	6-3-9
M. Brown "	1-15-0
Sandris City Council Registration	2-0-0
" Fris Chen repairs 7/6 Arbuckle Maddell 7/3	18-9
newspapers of Benderso admistr	6-6
Sports Dept Chris mee	4-6-0
Kelly Cash	4-15-2
Finance Richardson Kim Shortdunn 11/10	5-0-0
	464-0-6

The report was adopted on the motion of Messrs Rennie & apps.

Right of way

The president reported that the subcommittee had arranged with the Coffee Palace directors to exchange a strip of land 8 ft wide to the East of the institution for Kit purposes, instead of the right of way near Little Collins St. The action was approved.

New attendant

The secretary reported that A. Gordon had been appointed attendant & that the arrangement of the staff was working satisfactorily.

Library committee

The library committee recommended the purchase of books.

State accounts

The secretary reported

	1911.	1910
Subscriptions for month	44.5.0	35.6.3
" " " "	235.8.0	243.6.3
Total income for month	273.5.6	173.16.3
" " " "	1301.1.9.	1171.15.5
New members for month	18	2
" " " "	37	23
Balance in Bank	531.19.10.	547.3.6
Fixed deposits	1500.	2100.

Edmund Cooke
Chairman

Minutes of meeting of the General Committee held on Friday August 4. 1911.

Present

Messrs Cooke (chair), Callaway, Martin, Kelly, Knight

apologies

apologies were received from Messrs Defty, Rennie & Masters

Minutes

The minutes of meeting of July 7 were read & confirmed

Financial

The Finance Committee reported having audited the accounts for July & had found them correct. They recommended payment of the following accounts

Secretary Salary to 31.7.11	16.13.4
Librarian "	18.0.0
S. Sheppard wages to 25.8.11	7.0.0
Hall Keeper " "	8.0.0
Helper wages to 25/8/11	7.0.0
Library assist " "	2.0.0
attendant	4.0.0
G. Robertson to Books	13.0.0
Melville & Mullen "	2.4.3
F. W. Burney Newspapers	5.2.1
Newspapers Purch. of Examina 1/6	2.0.7
Pr Fairy Gazette 1/9	1.12.3
Met Gas to Gas	24.10.5
Sundries Craig Williamson 11/7 Brown Bros 11/7	2.10.0
City Council Rates	47.10.0
Total	£148.2.11

The report was adopted on the motion of Messrs Martin & Callaway.

Steps

The secretary said he had obtained a price for the supply & fixing of white marble risers to the front steps from C. F. Pittard £ 15.0.0. It was decided to have the work done subject to the approval of the architects.

Books

The books as submitted by the Library Committee were accepted

Secretary's Report

The secretary's report was received as follows.

	1911.	1910
Subscriptions for month	47-7-0	54-18-6
" " " "	280-15-0	298-4-9
Total Revenue for month	255-14-2	283-18-2
" " " "	1556-16-11	1455-13-7
New members for month	5	3
" " " "	42	26
Balance in Bank	323-13-2	384-15-8
Fixed deposits	1500	2100

1/9/11

Confirmed
D. Harten

Minutes of meeting of the General Committee held on Friday Sept 1. 1911

Present Mrs Martin (in the chair) Kelly, Callaway Rennie & Thodley
apologies were received from Mrs Knight, Masters, & Duffly.

Minutes The minutes of the meeting of Aug 4 were read & confirmed

Finance The Finance committee reported having audited the accounts for August & had found them correct.

They reported having deposited £250 in the Savings Bank Melbourne & the Bank Book was produced for inspection they recommended that the fixed deposit of £500 in the Bank of Australasia being due on Sept 27th be deposited in the Royal Bank for nine months at 2 1/2 per cent as the Bank of Australasia would not accept deposits for less than twelve months. The action in depositing £250 in

The Savings Bank was ratified & the recommendation to deposit £500 in the Royal Bank was adopted on the motion of Miss Rennie & Hallaway.

The committee recommended payment of the following accounts.

Secretary Salary to 31.8.11		16-13-4
Librarian "		18-0-0
S. Sheppard " 29.9.11 (piscus)		8-15-0
Hall Keeper - " "		10-0-0
Helper - " "	8-15-0	
Library assistant	2-10-0	
attendant	5-0-0	16-5-0
Melville & Muller Books		4-17-6
Gordon & Goben Newspapers		10-8-9
E. Whitehead & Co Magazines		42-16-0
W. Dawson & Sons "		27-12-3
Melropolitan Board of Works Rates		79-12-4
F. W. Bunnery Newspapers		2-1-3
A. Kemp & son repairs		4-8-0
Howard Smith & Co Coal		1-5-6
Chambers & Seymour Goods		1-15-4
Geelong admission newspaper		13-0
Rupert Bunnery Drapings		5-0-0
		<u>£250-3-3</u>

The report was adopted on the motion of Miss Callaway & Kelly.

Books

budgetable

The library committee reported having selected books. The report was adopted. It was decided to renovate the budgetable rooms Mrs Martin & Callaway being appointed a committee with power to act.
Edmund Cook
Chairman

Minutes of meeting of the General Committee held on Friday Oct 26. 1911

Present

Messrs Cooke (chair) Mastus, Martin, Kelly Thodey, Knight, Apps, Downward, Chambers Rennie

apology minutes

an apology was received from W. Fallaway. The minutes of the meeting of Sept 1. 1911 were read & confirmed.

Liedertafel

Moved by W. Mastus seconded by W. Rennie

"That the rent of the Royal Victoria Liedertafel be reduced to £75 per annum in consideration of the Philharmonic Society, being allowed to go through the room used by the Liedertafel as library. The secretary to arrange."

Finance

The Finance Committee reported having audited the accounts for September & had found them correct. They reported having deposited £500 in the Royal Bank for nine months.

They recommended payment of the following

Secretary salary to 30.9.11.	16.13.4
Librarian "	18.0.0
S. Shingold wages to 28.10.11.	7.0.0
Hall Keeper "	8.0.0
Helper wages to 28.10.11.	7.0.0
Assistant "	2.0.0
Attendant "	4.0.0
Mcbrides Mullen Books	4.8.2
F. W. Bunnery Newspapers	2.0.7
Armstrongs Agency Magazines etc	5.3.9
Sunday newspapers	
Bendigo Independent	17.6
admission Guardian	19.6
Metropolitan Gas Co Gas	48.8.11
Richardson Kerr & Co Insurance	8.8.11
H. DeLund & Co Printing	4.15.0
Stellwell & Co Printing	3.0.0
R. S. Fyler Repairs	12.6.7

Suttons repairs	1.0.0
Chambus & Seymour goods	1.3.6
Howard Smith & Co Coal	1.5.6
Craig Williamson Hessian Hangings	2.16.0
Petty Cash	10.0.0

Total £168.9.9

The report was adopted on the motion of Messrs Rennie & Knight.

Library Committee

The Library Committee reported having selected the books and recommended the purchase of the Encyclopaedia Britannica. The old copy to be sold.

Engravings

The report & recommendation were adopted on the motion of Messrs Mastus & Rennie. The secretary was instructed to make enquiries regarding engravings or pictures for the smoking room.

Committee

on the motion of Messrs Mastus & Rennie Mr Thodey was added to the Library Committee.

Magazines

It was decided to refer the cost of Magazines to the Library Committee.

Manuaring

a letter from Mr Manuaring regarding complaints was received.

Edmund Cooke
Chairman

Minutes of meeting of The General Committee held on Friday Nov 3 1911

Present

Messrs Cooke (in the chair) Martin, Martin Callaway Downward Thodey Kelly apps Knight

Minutes

The minutes of meeting of Oct 26 were read & confirmed

Finance

The Finance Committee reported having audited the accounts for October & had found them correct They recommended payment of the following accounts

Secretary Salary to 31.10.11	16.13.4
Librarian "	18.0.0
S. Shergold " 24.11.11	7.0.0
Hall Keeper wages to 31.10.11	8.0.0
Helper wages to 24.11.11. 4 hrs at 1/4p.	7.0.0
attendant " " 1/4p.	4.0.0
Library assistant " " 107.	2.0.0
Melville Miller Books	13.0.0
Geo Robinson "	4.5.5
7-1/2 Bunnery Newspapers	2.19.6
Sunday Newspapers Punch 18/.	1.19.10
Hammer 7/6 other 4/6	1.12.0
M. Detford Binding	2.14.3
Melhoplan Gas Co Gas	21.8.0
M. Brown repairs	3.12.6
Edwards Smith & Co architects fee	42.12.0
W. Brown & Co Law costs	5.5.0
Electric Light City Council	6.11
Refund large Hwd overpaid	5.0.0
TOTAL	154.8.9.

The report was adopted on the motion of Messrs Callaway & Thodey.

Hall Keeper

The Secretary reported that the Hall Keeper had given notice on Oct 24th. It was decided that the President Messrs Martin & Martin

should be a sub committee to go into the question of a successor being wanted or not.

Library assistant

It was decided that up to 75p a week should be paid to recruit a boy for the library

Redutaapel room

It was decided to accept orders price £8.17.6 for decorating the Redutaapel rooms.

W. Manwaring

W. Manwaring attended & explained to the committee some objections he had to the institution. He referred especially to noise at main entrance, to signs in the entrance Hall & to the absence of the studio & L'ouvrier magazines. The chairman assured W. Manwaring that the noise at the door would be had been obviated but that the signs were no objection.

1/12/11

D. Leadley

Minutes of meeting of the General Committee held on Friday December 1. 1911.

Present

Messrs Martin (in the chair) Downward, Callaway apps Martin, Kelly, Knight.

apologies

apologies were received from Messrs Cooke Reunie & Thodey.

Minutes

The minutes of the meeting of November 3 were read & confirmed.

Finance

The Finance Committee reported having audited the books for November and had found them correct. They had endorsed the action of the Secretary in placing Jas Marsh as temporary caretaker & A. Gordon as assistant at salaries of £2 1/2 & £1.15.0 respectively. They recommended payment

of the following accounts

Hall Keeper Salary to 24.11.11.	8.0.0
Secretary " 30.11.11	16 13 4
Librarian " 30.11.11	18 . .
Shuegold wages to 29.12.11 5 wks at 35.	8 15 .
Helper " 6.1.12.11. 1.15.0	
attendant " 1.12.11 1.0.0	
Librarian assist. 29.12.11. 3.2.6	5 17 6
deputy librarian wages 6 wks to 29.12.11	12 . .
librarian's assistant 2 1/2 wks to 24.11.11.	1 11 3
Melville & Muller Encyclopaedia	35 . .
R. S. Inglis repairs	1 . 6
Mason & Mackinnon advertising	3 18 .
Chambers & Seymour goods	2 13 7
McIntosh & Co Gas	19 19 9
W. Anderson Footlights	2 . .
Howard South Ho Coal	1 5 6
Trustees Executors Interest	320 . .
Petty Cash	5 . .
Travels etc	
acting Hall Keeper 4 wks 8.0.0	
1 wk 5 .	8 5 .
assistant + wks at 1/157. 7.00	
11 wks at 10 .	7 10 .
	<u>£477 9 5</u>

The report was adopted on the motion of Messrs Callaway & Kelly.

The President forwarded a letter received by him by registered post. The secretary was instructed to reply

1. That the nuisance referred to had been stopped prior to date of his letter
2. That the suggestions in the book had been dealt with at the next meeting of the committee after their sitting
3. That the rules do not provide for private

Mr. Callaway

notices of motion on the notice paper. but any member may bring forward a motion at the meeting.

4 The complaint as to the secretary not promptly acknowledging letters was made at the last annual meeting.

Upper Hall

The use of the upper hall for meetings by Rev F. Sinclair on Sunday services was not allowed.

Hall Keeper

The sub-committee consisting of The President Messrs Martin & Masters reported that they had received a report from the chief officer of the fire brigade on the question of the conduct of the building. The secretary was instructed to get rid of all the rubbish under the stage & to get the gas brackets & wire guards attended to. The question of a tell tale telephone system to be considered later. The report was adopted. In the meantime it was decided to carry on with the present staff for the time being.

Edmund Coste
President