

Present
apology
Minutes
Finance

Minutes of meeting of The General Committee held on Friday January 12. 1912

Messrs Cooke (in the chair) Martin Thodey Collaway, Kelly, Martinus absent
an apology for absence was received from Mr Kenne

The minutes of meeting of December 1. 1911 were read & confirmed.

The Finance Committee reported having audited the accounts for December and had found them correct

They asked for confirmation of the payment of the following accounts paid in December

7. J. Mitty	Newspapers	1. 19. 10
M Brown	repairs	3. 9. 3
Stillwell Ho	Printing	1. 2. 6
C. F. Pittard	Improvements	15. 0. 0
Metropolitan Gas Co	Gas	2. 2. 6
Wages	M ^r Dale (charring)	5. 0. 0
	Total	<u>£28. 14. 1</u>

They recommended payment of the following accounts.

Secretary	Salary to 31.12.11.	16. 13. 4
Librarian	" " "	18. 0. 0
Deputy Librarian	" " 6.1.12.	2. 0. 0
Hallkeeper	Wages to 28.1.12	8. 0. 0
assistant	" "	7. 0. 0
Library assistant	" "	2. 10. 0
Melville & Muller	Books	3. 4. 8
Procession Book Society	"	1. 9. 4
Metropolitan Gas Co	Gas	14. 12. 3
Armsstrongs Agency	advertising & papers	6. 19. 6
J. J. Mitty	newspapers	1. 19. 2
Sundays newspapers		19. 6
R. S. Inglis	repairs	1. 14. 9
A Kemp	"	1. 1. 9
W. Detmold	Binding	2. 10. 0
Petty Cash		5. 0. 0
	Total	<u>£93. 14. 3</u>

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

Financial Statement

The Finance Committee produced the annual statement of Finance receipts & expenditure. Mr Kelly pointed out that in his opinion the form of accounts should be amended and suggested that alterations should be made. After a long discussion Mr Martin moved
Mr Martin seconded

"That the financial statement be received & sent on to the auditors for audit. That the matter of the form of the accounts be referred to the Finance Committee who be asked to take into serious ~~account~~ consideration an alteration so as to provide for proper book keeping records"

It was also decided that the statement of assets & liabilities should be eliminated from this years report. The annual report was left in the hands of the President & Secretary for draft & signature.

Annual Report

1/2/12

Confirmed
J. Martin

Minutes of the annual General Meeting of members held in the Library on Wednesday January 31 1912.

Present The President (in the chair), Messrs Meeks (Trustee), Kelly, Martin, Rennie Scanlen, Callaway, Downward, Knight Masters and about a dozen other members.

Notice. The secretary read the notice concerning the meeting as published in the Argus & the age & posted in the Library & Reading Room.

Minutes The minutes of the meeting of Jan 25, 1911 were read & confirmed.

Report & Balances The Report & Balance Sheet was taken as read on the motion of Messrs Rennie & Downward.

REPORT OF THE COMMITTEE

OF THE
MELBOURNE ATHENÆUM,

FOR THE YEAR 1911

To be submitted to the Members at the General Meeting, Wednesday, 31st January, 1912, at 8 p.m.

THE Committee of the Melbourne Athenæum submit their report of the transactions of the year 1911.

The gross receipts of the year amount to £2962 4s. 4d., and the expenditure is £3314 5s. 7d. Of this latter sum, £2554 4s. 5d. was ordinary expenditure, and £760 1s. 2d. was spent on permanent improvements and additions to the property of the Institution.

The credit balance in the bank is £153 12s. 7d., and there are fixed deposits of £250 in the Bank of New South Wales, £600 in the Bank of Australasia, and £750 in the Royal Bank, as well as £250 deposited in the Savings Bank.

The number of members on the roll is 465, of whom 14 are life members, and 70 joined during the year.

The number of volumes added to the library during the year was 209. The total number of works issued to subscribers was 11,296, and 3847 magazines. During the year the books in the Library have been re-scheduled, and a card catalogue has been prepared and installed. These improvements have made for the much better working of the Library.

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

CLASSIFICATION.	1908.	1909.	1910.	1911.
Agriculture, Commerce, and Statistics	1	1	1	2
Mechanics, Mathematical Sciences, Architecture, Engineering, and Useful Arts	2	1	3	4
Biography, Speeches, and Correspondence	472	580	580	582
Classics and Philology	10	12	6	8
Fine Arts	4	1	2	2
Geography, Voyages, Travels, and Descriptive Works	624	819	708	710
History and Historical Memoirs	275	278	195	210
Jurisprudence and Legislation	2	1	3	3
Medical Science and Chemistry	1	1	1	1
Miscellaneous and Collected Works	339	364	391	401
Natural History and Botany	26	32	25	26
Works of Fiction	8,789	9,103	8,684	8,784
Music	1	1	1	1
Periodical Literature	398	367	356	366
Philosophy and General Science	66	79	77	79
Poetry and the Drama	46	71	55	57
Politics	6	14	18	20
Religious & Ecclesiastical Works	14	18	11	14
Juvenile Works	20	28	23	26
	11,091	11,771	11,140	11,296

The Government has contributed during the year:—

Victorian Parliamentary Debates.

The following donations of works have also been kindly made:—

Victorian Year Book, 1908-9, presented by A. M. Loughton, Esq., Government Statist.

The Christian Science Monitor, from First Church of Christ Scientists, Melbourne.

The New Zealand Official Year Book, by the Government of New Zealand.

Transactions and Proceedings of the Royal Society of Victoria, Vol. XLV, 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, Chisholm, 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. E. H. Cooke; Vice-President, Mr. D. Martin; Treasurer, Mr. Charles Rennie; Committee, Messrs. Apps, Kelly, Downward, Duffy, Chambers, and Thodey.

There have been 12 meetings of the General Committee.

The President, Mr. E. H. COOKE	attended	6
The Vice-President, Mr. D. MARTIN	"	11
The Treasurer, Mr. CHARLES RENNIE	"	7

COMMITTEE:

Mr. Masters	attended	8	Mr. Kent †	attended	nil
Mr. Apps	"	8	Mr. Chambers	"	4
Mr. Kelly	"	10	Mr. Knight ††	"	8
Mr. Downward	"	8	Mr. Thodey	"	8
Mr. Duffy §	"	2	Mr. Scanlen **	"	3
Mr. Callaway	"	10			

FINANCE COMMITTEE (13 Meetings):

Mr. Rennie (Chairman) attended	8	Mr. Callaway	attended	10
Mr. Kelly *	1	Mr. Masters	"	9
Mr. Cooke	8	Mr. Thodey †	"	7

LIBRARY COMMITTEE (11 Meetings):

Mr. Callaway (Chairman) attended	9	Mr. Duffy	attended	4
Mr. Martin	11	Mr. Thodey	"	3
Mr. Masters	7			

- * Mr. Kelly resigned from the Finance Committee on Mar. 3, 1911.
- † Mr. Thodey was elected on the Finance Committee on Mar. 3, 1911.
- ‡ Mr. Kent has been absent on sick leave all the year.
- § Mr. Duffy resigned on Dec. 1, 1911.
- || Mr. Knight was elected on March 3, 1911.
- ** Mr. Scanlen was absent on leave since March.

The President, Vice-President, Treasurer, and the following Members of Committee retire from office, but are eligible for re-election, viz.:—Messrs. Masters, Scanlen, and Knight.

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, 31st January, 1912.

The Committee regretfully report that during the year the Institution lost, by death, the valuable services of Mr. E. M. Gibbs, who had been a Trustee of the Institution for very many years. Members will be asked to elect a new Trustee at the Annual Meeting.

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

Your Committee has during the year succeeded in obtaining a right-of-way over a strip of land on the east side of the Main Hall, which will allow the formation of an extra exit door. This was obtained by means of an exchange with the Directors of the Victoria Coffee Palace of the fee simple of a right-of-way off Sleight's Lane (the property of the Institution) for the land in question. The advantage to the Institution can hardly be estimated, as it will enable all requirements of the Board of Health to be met.

The Art Gallery, opened in 1910, has been largely availed of. In addition to the Annual Exhibition of the Victorian Artists Society, successful exhibitions of paintings were held by the Yarra Sculptors, Messrs. Mather, McCubbin, Montague Brown, Rupert Bunney, Blamire Young, Mrs. Anderson, and Miss Asquith Baker. The bookings for 1912 show that the Gallery has established itself as the art centre of Melbourne.

During the year extensive alterations and improvements have been effected to the premises. A new Smoking Room has been built and furnished, the Reading Room has been thoroughly decorated and renovated, special attention being paid to ventilation, new white tiles have been provided to the main steps, and minor improvements have also been carried out for the comfort of members, and the better working of the Institution, which is now replete with all conveniences, and thoroughly up-to-date. The works done during the year have been effected at a cost of £760 1s. 2d. by Mr. C. F. Pittard, under the direction of Messrs. Sydney Smith and Ogg, architects.

Members are again invited to assist the Committee in making the Library, Reading Room, and Smoking Room a success, by inducing their friends to join the Institution.

EDWIN H. COOKE, *President.*
R. W. E. WILMOT, *Secretary.*

THE TREASURER IN ACCOUNT CURRENT WITH THE MELBOURNE ATHENÆUM.

For the Year ended 31st December, 1911.

To Balance in Bank and Fixed Deposit	£2,355 13 10	By Interest on Mortgage	£640 0 0
Subscriptions	2432 2 3	Salaries and Wages and Retiring Allowance	781 10 10
Rent of Large Hall	1,049 10 10	Books, Magazines, and Newspapers	349 19 0
Small Hall	529 0 6	Gas and Electric Light	256 17 3
Front Shops	651 1 0	Repairs, Goods, and Sundries	107 6 0
Rooms	192 12 6	Rates	285 12 10
Sales	27 2 3	Insurance	46 9 5
Interest	50 15 0	Binding	26 4 11
	2,962 4 4	Postage, Stationery and Petty Cash	34 18 2
		Printing and Advertising	21 2 0
		Auditors	4 4 0
			£2,554 4 5
		Improvements and Permanent Additions to Property	760 1 2
			£3,314 5 7
		Balance—	
		Cash in Bank and in hand	£153 12 7
		" at Savings Bank	250 0 0
		Fixed Deposits	1,600 0 0
			2,003 12 7
			£5,317 18 2

Audited and found correct.

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

MELBOURNE, 23rd January 1912.

The President moved that Mr. Rennie seconded the adoption of the report & balance sheet and after some questions had been asked & remarks made by Mr. Mather, Mr. Loughton moved the motion was carried.

Trustee

Mr Rennie moved
Mr Downward seconded

Condolence

That Mr W. A. Callaway, be appointed Trustee
vice Mr E. M. Gibbs deceased carried
at the instance of Mr Meeks it was decided
that a vote of condolence be passed on the
death of Mr E. M. Gibbs & that a record of the
appreciation of his valuable services to
the Institution be placed on the minutes.
on the motion of Mrs M. Martin & Mrs
Mrs J. Bishop & Mr Ramey were
re-elected auditors.

auditors

General Business

Mr W. Manwaring had written a long letter
to the Secretary containing 11 resolutions. The
letter with resolutions are inserted in the book
The result was that resolutions NO 1, 2, 4
6, 7, & 8, moved by Mr Manwaring & seconded
by Mr Knox were lost

Resolution No 3 an amendment proposed
by Mr Rennie & seconded by Mr Hodge

"That any notice of motion by a member
be reported in the Reading Room & Library
for 14 days prior to the meeting" was carried
Resolutions 5 & 10 were declared not in
order

Resolution 9 was withdrawn

Resolution 11 moved by Mr Manwaring
seconded by Mr Gordon was negatived
& an amendment moved by Mr Rennie
seconded by Mr Downward

"That the members of the Melbourne
Athenaeum have every confidence in
the conduct of the Secretary"
was carried, the only dissentients being
the mover & seconder of the motion.

In the event of an election Messrs Cutler
Grant, Dobson, & Jones were appointed scrutineers

scrutineers

Melbourne
23rd January 1912

The Melbourne Athenaeum

Annual Meeting 31st January 1912

The Secretary
Melbourne Athenaeum

Sir

I beg to give you notice that at the
Annual Meeting on 31st inst. I intend
to submit the following proposals for
consideration:

1. That the Committee be requested
to obtain particulars of conditions and
cost of installing for the Institution a
telephone outside the library door.
2. That the Committee be requested to
increase the expenditure on books, maga-
zines and newspapers as the amount
for 1910 was less than the amount for
1903 although the total income had
increased by more than one third since 1903.
3. That any notice of motion be printed
with circulars for annual meeting and
displayed in building if lodged fourteen
(14) days prior to annual meeting.
4. That on giving ^{three} (3) days' notice five (5)
members signing a request for an inter-
view with the Committee shall be
granted an interview at the following
Committee meeting.

- 5. That the existing system for election of Committee be altered. That ballot papers be posted to each member with balance sheet, circular for annual meeting and stamped printed envelope for return of ballot paper. That ballot papers be returned to scrutineers and remain in their custody until result is declared. That three (3) scrutineers be appointed at annual meeting. That scrutineers count votes, sign result and communicate it to the secretary.
- 6. That three (3) members of Committee and three (3) members (selected at special meeting within one month of annual meeting) be appointed to investigate the present condition of the library, to make recommendations for additions to the library, and to revise the list of newspapers and periodicals. That the religious papers or periodicals (about twenty five (25) in number) be reduced to one copy for each leading denomination, and gratuitous copies be accepted in future at discretion of the General Committee.
- 7. That supervision of the Institution in the evenings be improved.
- 8. That the secretary be directed to formally acknowledge receipt of all correspondence within seventy two (72) hours of receipt of same.
- 9. That the Committee be invited to explain why they still allow tenants of the hall to disturb members in the

no more
 of clause
 shall be
 altered
 unless
 by
 a
 vote
 of
 4/10

biological

How
 away

meet
 usual

(9 Cou^{ts}) reading-room although a promise was given at the last annual meeting and repeated at a Committee meeting (3.11.11) that this nuisance would be suppressed.

10. That the Committee be requested to ascertain whether obstructions such as have been habitually permitted have received the approval of the Board of Health.

out of
order

11. That the Committee be requested to direct the Secretary to avoid treating members with discourtesy.

Each of the eleven (11) resolutions I propose to submit will be seconded by another member.

I will ask you to acknowledge receipt of this letter and to inform me whether you will have these proposals displayed in the reading-room for one week before the annual meeting on the 31st inst.

I have the honor to be
Sir

Your most obedient servant
W. Manwaring

I see no objection

Vote of
Thanks

means meek & hospitable vote of thanks to
on the motion of the President & officers
& members of the Committee was
unanimously adopted.

29/1/13

Confirmed
J. Martin

minutes of meeting of the General Committee held on Feb 1. 1912.

Present Miss^m Martin (Chair) Thodey, Rennie, Downward & Baker.

apologies apologies were received from Mess^{rs} Callaway, Knight & Masters

Minutes The minutes of the meeting of January 12 were read & confirmed

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

Secretary Salary to 30.1.12.	16.13.4
Librarian "	18.0.0
Sheregold retiring allowance.	7.0.0
Hall Keeper wages to 23.2.12.	8.0.0
attendance "	7.0.0
library assistant "	2.10.0
Melhop ^r Gas	11.13.6
City Corporation Electricity	3.1.8
J. J. Mitty Newspapers	2.1.3
Sundries Newspapers Punch ^r of 1st Aust ^r 1911	
Gellon ^r adv ^r of Albany adv ^r 1911	
Examiner 7/6	3.0.2
Sanderson ^r Dougal sundries	2.0.0
M. Detmold Binding	2.12.4
M. Brown repairs	1.0.0
R. S. Duglis "	11.6
Chauntus & Seymour goods	17.1
J. Bishop auditor fee	2.2.0
L. N. Rainey "	2.2.0
Total	£90.4.10.

The report was adopted on the motion of Miss^m Rennie & Thodey

Librarian Mr Downward moved that the salary of the Librarian be increased to £225 per annum such increase to date

from 1st January 1912. The motion was carried.

Finance Committee The Finance Committee ^{was} appointed for the year as follows the President & officio Mess^{rs} Rennie, Callaway, Cooke, Masters & Thodey

Library Committee The library committee was appointed for the year. The President (& officio) Callaway, Masters, Thodey & Baker.

Trustee The Secretary was instructed to instruct the solicitors to have Mr Callaway registered as Trustee & to arrange for a separate power of attorney for Mr Meeks who is about to visit England.

Mortgage on the motion of Mess^{rs} Thodey & Downward the Hon Treas was asked to enquire into the question of the renewal of the mortgage & to report

The Secretary reported that E. Fischer & Son tenants intended improving their shop they asked for a renewal of their lease for 10 years at same rate.

It was decided that if £150 was spent on permanent fixtures the lease be extended for 3 years if £100 lease for 2 years beyond present lease, ^{subject to approval} on the event of a general increase in rent during the term after the present lease Fischer & Co be similarly affected.

1st March 1912 Confirmed
D. Harten

Minutes of meeting of the General Committee held on March 1. 1912

President Messrs Martin (Chair) Martin, Thodey, Baker Callaway, Downward, Knight, Sealeu Kelly
an apology was received from W. Reum

Minutes The minutes of the meeting of Feb 1 were read & confirmed

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

Secretary salary to 29.2.12		16.13.4
Librarian	increase 18.15.0	19.10.0
	15.0	
Hall Keeper wages to 29.2.12	5 weeks	10.0.0
attendant		8.75.0
Library assistant	3.2.6	21.17.6
Ink & blot muller books		14.14.6
Geo Robertson & Co		6.9.1
E. Whitehead & Co	Magazines	42.16.7
W. Dawson & Sons		22.19.6
Gordon & Eoten	Newspapers	9.7.9
F. J. Metts		1.18.6
M & M B ^o of Works	rates	79.12.4
City of Melb ^o	Shot light	19.5
H. Detmold	Binding	2.10.0
Richardson Kern & Co	Insurance	2.18.6
H. J. Ford	Improvements	12.2.6
Stallard & Co	Printing	7.5
Chambers & Seymour	Sundries	1.7.6
Victoria Hotel Palace		2.17.9
Petty Cash		5.0.0
		<u>TOTAL £272.15.9</u>

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

The secretary reported that W. Meeks would be leaving Melbourne for Europe early in April & the solicitor advised that

W. Meeks

he should give a power of attorney to someone to act in connection with the mortgage

It was decided on motion of Messrs Thodey & Callaway that the power of attorney be made for Mr Martin

Fischer Mr Fischer asked that the Committee should bear half of the cost of his alterations. It was decided not to accede to the request

Holiday The secretary was granted leave of absence on annual holiday from March 9 for 3 weeks. The secretary leaving his clerk in charge

W. Manwaring a letter to the President from W. Manwaring was received. after some discussion

W. Callaway moved
W. Downward seconded

"That W. Manwaring be informed that the Committee does not consider that there is any necessity to appoint a committee or enquire into the conduct of the Secretary or to supply W. Manwaring with the addresses of members of the Institution".

Carried.
Confirmed
D. Martin
12/4/12

Minutes of meeting of the General Committee held on April 12th 1912

Present: Messrs Martin (Chair) Trustees, Kelly, Scanlan, Shodey, Baker, Knight, Callaway, Bennie, Chambers

Minutes The minutes of the meeting of March 1st were read & confirmed

Mr Manwaring The Secretary read a further registered letter from Mr Manwaring to the President on the motion of Mr Martin seconded by Mr Bennie it was decided to take no action.

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

Secretary Salary to 31.3.12	16.13.4
Librarian " " "	18.15.0
Hallkeeper wages to 26.4.1912 4 weeks	8.0.0
Attendant " " " " 4.0.0	
Library cost " " " " 2.10.0	14.10.0
Advertisement Agency advertising of newspapers £5.10.3	6.18.3
H. J. Tritty Newspapers	2.0.4
Secondary newspapers Examination part of Examination of local journals	14.0
Metropolitan Gas Co. February March Apr.	29.3.10
City Council Electric Light	2.16.0
City of Melbourne Rates	49.3.4
Robert H. Inglis Repairs	5.12.10
Wm. Dalrymple & Co Binding	2.18.11
E. Fischer & Son Sundries	1.5.0
<u>Total 183.14.1</u>	

Mortgage Mr Bennie reported that the Currier Executors & Agency Co. had no other sum of £14000 or £16000 in hand but they probably would by the end of the year. He feared the renewal would have to be at 4 1/2 per cent. The matter was held over till next meeting

Artists Society A letter was received from the Victorian Artists Society asking to be relieved of the balance of their contract in which they undertook to rent the Upper Hall for 8 weeks each year for

4 years ending with their exhibition of 1913. The reason given was that the wall space was too limited

It was decided that the Committee cannot release the Society but is willing to consider the Society's suggestion if the sub-tenant is satisfactory to the Committee

Library

The minutes of the Library Committee were read & confirmed

3/15/12

Confirmed
W. Chamber

Minutes of meeting of the General Committee held on May 3rd 1912

Present: Messrs Martin (Chair) Shodey, Kelly, Downward, Knight, Trustees, Bennie.

Minutes The minutes of the meeting of April 12th were read & confirmed

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

Secretary Salary to 30.4.1912	16.13.4
Librarian " " " "	18.15.0
Hallkeeper wages to 31.5.12 5 weeks	10.0.0
Attendant " " " " 5.15.0	
Library cost " " " " 3.2.6	21.14.6
Melville & Muller Books	16.16.11
Geo. Robertson & Co	1.4.3
Diocesan Book Society	1.4.2
H. J. Tritty Newspapers	1.19.10
Secondary newspapers Exam of Daily City of Victoria ad. of Exam	1.18.0
Metropolitan Gas Co Gas	18.14.6
Wm Dalrymple & Co Binding	2.14.0
Wiles Directory	1.1.0
<u>103.1.6</u>	

The report was adopted on the motion of Trustee
Battersby Shodey & Knight.

Library

The Books as selected by the Library Committee were approved

Mortgage

On the motion of Messrs Knight & Courward, ^{It was resolved} that the matter be left in the hands of the President & Mr Rennie to negotiate for a previous offer of a loan of £14,000 @ 4% through an agent and to report to a special committee meeting to be held not later than 14th May

D. Martin

Minutes of special meeting of the General Committee held on Friday May 17. 1912

Present

Mr Martin (in the chair) Messrs Callaway, Masters, Downward, Scaulen, Thodley, Messrs Rennie, Baker & Knight. The President explained that difficulties had been found in arranging for a renewal of the mortgage under 4 1/2 percent. a proposal had been made which included an uncertain charge for Income tax & Mr & Mrs Rennie had not been able to recommend it. They thought they could obtain the money from the Australian Mutual Provident Society at 4 1/2 percent with power to pay of £500 on any quarter day

Mr Rennie supported Mr Martin's remarks & after a short discussion it was decided on the motion of Messrs Callaway & Messrs

"That the matter of the mortgage be left in the hands of Mr Martin & Mr Rennie & if they cannot do better to apply to the Australian Mutual Provident Society for a loan of £14,000 at 4 1/2

percent per annum with power to pay off £500 on any quarter day.

D. Martin

Minutes of meeting of the General Committee held on Friday June 7. 1912

Present

Mr Martin (in the chair) Messrs apps Baker, Callaway, Cook Downward Kelly, Knight Scaulen & Thodley. apologies were received from Messrs Rennie & Masters.

apologies

Minutes

The minutes of meeting of May 3rd & of special meeting of May 17th were read & approved

Finance

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

Secretary salary to 31.5.12.	16.13.4
Librarian	18.15.0
Hall Keeper wages to 28.6.12.	8.0.0
attendant	7.0.0
library attendant	2.10.0
Melville Mullen Books & magazines	38.18.1
J. J. Mully newspapers	2.1.3
Met Gas Co gas	19.6.11
Richardson Kerr & Co insurance	35.2.0
Chambers & Sequow goods	1.1.6
City of Melbourne elect light	6.6.7
H. Detmold & Co Printing	2.14.10
M. Brown repairs	3.19.3
A. Kemp & Son repairs	5.14.9
R. S. Duglis	2.7.6
Trustees Gas Co Interest	320. . .
Total	£490. 11.

re mortgage The correspondence & Mr Rennie's report re mortgage were received. Mr Rennie reported that he had arranged for a renewal of the existing mortgage after £2000 had been paid off for two years at the present rate 4 percent.

Mr Downward moved Mr Apps seconded that the offer of the Trustees & Co's agency to for a renewal of mortgage £14000 be accepted. Carried

Library Committee The library committee reported that it had selected the books & the selection was approved.

They recommended that an assistant be obtained for the library & the recommendation was adopted.

5/7/12 D. Learton

Minutes of Meeting of the General Committee held at The Athenaeum on July 5. 1912.

Present Messrs Martin (Chair) Scallan Callaway, Prodes, Downward, Kelly Apps, Knight Rennie & Cook

an apology was received from Mr Mackie the minutes of special meeting of May 17 & of the ordinary meeting of June 7 were read & confirmed

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

Secretary Salary to 30.6.12		16.13.4
Librarian		18.15.0
Hall Keeper wages	8.00	
attendant	7.00	
Library assist	2.10.0	17.10.0
Deputy Librarian		4.0.0
Melville & Muller books		5.4.9
Procesan Book Society		18.11
Arushong agency newspapers		5.11.0
F. J. Mills		1.19.2
David Syme & Co advt		3.18.0
Mitropes Co Gas		20.1.8
Howard Smith & Co coal		1.5.6
Petty cash		10.0.0
		<u>£105.17.4</u>

The report was adopted. The Hon Treas reported that he had arranged with the Trustees & Co for a renewal of £14000 mortgage for 2 years at 4 percent £2000 being paid off. authority was given for the payment of the £2000 on the motion of Messrs Rennie & Callaway.

The library committee reported that they had not yet appointed an assistant librarian. The books recommended were adopted.

2/8/12 D. Learton

Library

Minutes of meeting of the General Committee held on Friday August 2 1912

Present Messrs Martin (Chair) Masters Callaway Scoble, Chambers, Downward, Kelly

Cook Cook Baker
an apology was received from McKemie
Minutes of meeting of August July 5 were read & confirmed.

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

Secretary salary to 31.7.12	16.13.4
Librarian "	18.15.0
Hall Keeper wages to 30.8.12	10.0.0
Attendant "	8.15.0
Library assistant	3.2.6
Mrs Dale Charwoman	2.10.0
Diocesan Book Society Books	1.0.0
Melville & Muller Books	7.1.5
E. Whitehead & Co Periodicals	41.18.10
W. Dawson & Sons "	27.4.5
F. J. Mitty Newspapers	2.1.3
Sundry newspapers (as per list)	3.14.0
Stallwell & Co Printing	1.1.0
City of Melbourne Rates	47.10.0
Melkopolitan Gas Co Gas	21.18.9
City of Melbourne Electric light	5.8.6
	<u>£218.14.</u>

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

Mortgage It was decided on the motion of Messrs Masters & Chambers. That the Trustees be authorized to sign the extension of the mortgage for £14000 for two years at 4 percent.
Library Committee The library committee reported that out of nearly 200 applicants they had chosen

Mr Rempy as assistant Librarian at a salary of £2 per week. The appointment to be for three months on probation. The report was adopted on the motion of Messrs Callaway & Masters. The Books selected were approved. The secretary reported that from his enquiries the dome Gas Company would naturally reduce the Gas Bill. It was decided to pursue enquiries to have a governor put on the main meter if satisfactory arrangements could be made.

Gas Company

John B Kelly 5/9/12

Minutes of meeting of the General Committee held on Friday Sept 5 1912
Present Mrs Kelly (in the chair) Masters, Callaway, Scoble, Knight, Cooke, Martin
apologies were received from Messrs McKemie & Thoday.

Present

apologies

Minutes

Finance

The minutes of meeting of August 2 were read & confirmed.

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

Secretary salary to 31.8.12	16.13.4
Librarian "	18.15.0
Hall Keeper wages 27.9.12	8.0.0
Attendant "	7.0.0
Library assistant	2.10.0
Assistant Librarian to 30 Aug. 7/12 to 27.9.12	17.10.0
Mrs Dale Charwoman	10.0.0
Forward	3.15.0
	<u>66.13.4</u>

	Forward	66.13.4
Melville & Muller Books		5.17.10
Droesau Book Store		18.9
Geo Robertson & Co		16.3
F. J. Mitty newspapers		2.2.0
Gordon & Soler		9.18.3
D. S. G. & Co advertising		3.18.0
Armsstrongs Agency		18.0
W. Detmold & Co	Binding	2.17.6
M. & M. B. & Co	rates	79.12.4
City of Melb	Electric light	4.17.7
Mel Gas Co	Gas	20.9.1
Chambers & Seymour	goods	1.1.9
Bussell Robson & Co		1.7.6
Howard Smith & Co	Coal	1.5.6
Alex Kemp	repairs	5.11.3
	<u>Total</u>	<u>208.4.11</u>

The report was adopted on the motion of Messrs Callaway & Mastus. The library committee reported that they had chosen books & their choice was approved.

They also recommended that the assistant Librarian shall bring the card index installed last year up to date & shall also prepare a list of books newly added to the library with the effect of having same printed. a list of new books added to the library is to be printed & issued to members each ^{quarterly} month as soon after the monthly meeting of the committee as possible.

The recommendation was adopted on the motion of Messrs Mastus & Callaway.
 Confirmed
 W. S. Cooke
 Chairman

Library

Minutes of Meeting of The General Committee held at the Althreudum on Friday October 4. 1912.

Present	M ^{rs} Cooke (in the chair) Callaway, Downward, Mastus & Sealee
Apologies	Messrs Rennie, Thodley & Knight sent apologies for non attendance
Minutes	The minutes of the meeting of Sept 6 were read & confirmed
Finance	The Finance Committee reported having audited the accounts for September & had found them correct. They recommended payment of the following accounts
	Secretary Salary to 30.9.12. 16.13.4
	Librarian " " 18.15.0
	Assistant Librarian Salary 25.10.12 8.0.0
	Hall Keeper wages to 25.10.12. 8.0.0
	Attendant " " 7.0.0
	Library Assistant " " <u>2.10.0</u> 17.10.0
	Melville & Muller Books 5.12.10
	F. J. Mitty newspapers 1.18.5
	Armsstrongs Agency " 5.15.9
	Sunday Newspapers Bendigo & The Guardian? 9.6
	Chambers & Seymour Goods 1.8.0
	Howard Smith & Co Coal 1.5.6
	M. Brown Repairs 2.17.9
	Metropolitan Gas Co Gas 16.15.6. Maintenance 7/4/2 18.19.8
	City of Melbourne Electric light 2.12.10
	W. Detmold & Co Binding 2.19.2
	Relly Cash <u>5.0.0</u>
	<u>£ 109. 17.9</u>

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

The Library Committee reported having selected the books & their recommendation was adopted.

Library

Confirmed
 W. S. Cooke

11/11/12

Minutes of meeting of the General Committee held on Friday Nov 1.

Present Messrs Martin (Chair), Thodey, Callaway, Downward, Kelly, Rennie
apologies were received from Messrs Knight & Masters.

Minutes The minutes of meeting of Oct 4 were read & confirmed

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

Secretary salary to 31.10.12	16.13.4
Librarian " "	18.15.0
Assistant Librarian salary to 29.11.12	10. . . .
Hallkeeper wages to 29.11.12.	10.0.0
attendant " "	8.15.0
Library " "	3. 2. 6
Miscellaneous Duncan & Unincurred Costs	12. 8. 6
Eggleston & Eggleston " "	4. 4
Richardson Kere & Co Insurance	8. 8. 11
City of Melbourne Electric Light	2. 9. 11
J. J. Mitty & newspapers	2. 1. 3
Sundry newspapers Runch	18. . . .
H. W. Landells repairs	5. 15
Howard Smith & Co Coal	1. 5. 6
Melville & Muller Books	3. 10. 2
	<u>£ 108. 7. 1</u>

The report was adopted on the motion of Messrs Rennie & Callaway

Upper Hall The Secretary reported that in order to make the upper hall more suitable for picture exhibitions it would be necessary to extend the lantern light at each end of the roof. The architects had a tender from Mr Taylor the contractor

who did the previous work, p 2170. It was decided on the motion of Messrs Rennie & Callaway that the work should be done & that the matter be left to the President & vice President with power to act.

Library Librarian The books selected were approved. The Secretary reported the serious illness of Mr W. W. Smith. It was decided that the acting Librarian should be instructed to carry on the library in the meantime. The Secretary to report to the next meeting.

6/12/12 Confirmed
D. J. Learton

Minutes of meeting of the General Committee held on December 6. 1912

Present Mr Martin (in the chair), Messrs Thodey, Callaway, Martin, Kelly, Downward, Messrs Rennie, Knight, Cook

Minutes The minutes of the meeting of November 1 were read & confirmed.

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

Secretary salary to 30.11.12	16.13.4
Assistant Librarian " 27.12.12	8.0.0
Hall Keeper to 27.12.12.	8.0.0
attendant "	7.0.0
Library assistant	2.10.0
17.10.0	
Mobile & mule books	5. . 3
Geo Robertson Co	4.19.1
Brookman Book Society books	1. 5.3
F. J. Mitty newspapers	2. 0.7
Sundry newspapers	10.0
Andigo Ind ^l	
Mitropolitan East	32. 9.5
City of Melbourne	2. 15.10
Wm Detmold Binding	3. 3.6
Stillwell & Co Printing	2. 12.6
M. Brown repairs	2. 13.0
Net-activists Socy Rent	2. 8.0
Paton & Sons Sundry	2. 2.0
Armsong agency advertising	15.0
Sundry Whitson ^l R.S. Taylor ^l	1. 10.0
Trusts & Agency Co ^l - Interest	281. 1. 7
Petty Cash	10.0.0
	<u>398. 9.4</u>
Lat Librarian allowance of salary	18. 15.
Acting Librarian arrears to 27.12.12	8. . .
	<u>£425. 4. 4</u>

The report was adopted on the recommendation of Mrs Callaway & Trustees

Librarian

The Finance Committee recommended that in view of the long services of the late W^m Smith as Librarian his salary be paid to his widow for further months from the date of his death.

Mr ^{Callaway} ~~Callaway~~ moved & Mr ^{Callaway} ~~Callaway~~ seconded that the recommendation be adopted carried. The President moved & Mr ^{Callaway} ~~Callaway~~ seconded a resolution that the following minute be recorded in the books

"The general committee of the Melbourne Athenaeum deploras the loss the Institution has sustained in the death of an old & valued officer in its Librarian W^m William Smith who had been in its service for forty seven years. It conveys its sympathies to W^m Smith & the members of his family."

Carried.

It was decided that a copy of this resolution should be signed & forwarded to W^m Smith.

Librarian

The Library Committee recommended that W^m Kempf be appointed acting Librarian as from November 1 for a period of six months at a salary of £3 per week & that the appointment be reviewed at the end of the period named. The recommendation was adopted on the motion of Mrs Callaway & Kelly.

Upper Hall

It was decided to proceed with the work of extending the lighting to the upper hall at a cost of £170.0.0 and to remove the platform & reduce the fiction rail on the east wall to conform with the level in the rest of the hall at a cost of £13.5.0.

1st Church of Christ Scientist

The Secretary explained that he had had several conversations with the President of the First Church of Christ Scientist who complained of the want of ventilation & lack of accommodation in the upper hall. The allegations would improve the ventilation & the removal of the platform & the increased seating accommodation would meet their requirements that direction. In view of this the Church authorities would be prepared to pay more rent. It was decided to