

increase the rent to £4.10.0 per  
week from £3.10.0 & to obtain an  
agreement for 12 months at  
least with six months notice  
thereafter.

The secretary explained that in order  
to provide the necessary seats 100  
& 10 chairs would have to be purchased.  
He had obtained some prices but would  
obtain others. The matter was left over  
until the alterations were completed.  
The cost of chairs would be about £50.

The books submitted were approved.

Books

10/1/13

Confirmed  
J.R. Taylor

Minutes of Meeting of The General Committee  
held on Friday January 10. 1913.

Present

Miss Martin (Chair), Master Callaway,  
Rennie Thodey, Downward apprs. Kelly  
Knight Hook.

Minutes

The minutes of the meeting of Dec 6 1912  
were read & confirmed.

Report

The draft report submitted by the  
secretary was approved & was ordered  
to be printed for circulation.

Finance

The draft financial statement was  
submitted by the Treasurer. It was  
decided to send it to the auditors, or  
audit together with an approximate  
statement of assets & liabilities.

The Finance Committee reported having  
audited the accounts for January & December.

The President,  
The Melbourne Athenæum,  
Melbourne.

Dear Sir,

In view of the early opening of the New Concert Hall on  
the opposite side of Collins Street, it is imperative that something  
should be done to improve the appearance of the Melbourne Athenæum  
both inside and out. I have therefore gone fully into the question,  
and have had the assistance of the architects to the Institution,  
Messrs Sydney Smith & Ogg, whose Mr. Smith has inspected the building.  
I therefore suggest and recommend that the following work be undertaken:-

1. Front of Building.  
To repair the damaged cement work on the front of the build-  
ing and thoroughly clean down the face and paint the whole of the  
wood work (two coats) and cement work (four coats). This work is  
urgent for the preservation of the front, and in the matter of ap-  
pearance its desirability is undoubted.
2. Entrance Hall  
To clean down and paint (three coats) all the ceilings, walls  
and wood work from the front door to the door of the Main Hall.
3. Main Hall  
To repair all broken plaster, clean down and color (2 coats)  
calcimine the ceilings and cornices clean down, touch up and paint  
(2 coats) the walls and wood work.
4. Ventilation of Main Hall.  
This matter is most urgent as the cowls at the roof are use-  
less, and there are continual complaints from tenants and others  
using the Hall. It is estimated that the cost of providing up-to-  
date exhaust cowls in position will be £50.

The prices at which the first four items may be executed as  
quoted by Mr. J.R. Taylor who has the contract for the Upper Hall and  
approved by the architects are :-

No. 1.	Front of Building	72: 0: 0
" 2.	Entrance Hall	42: 0: 0
" 3.	Main Hall	158: 0: 0
" 4.	Ventilation of Main Hall	50: 0: 0
	Contingencies - say -	28: 0: 0
	Making a total of say -	£350: 0: 0

I have already had objections by enquiring tenants as to the dinginess of the building both inside and out and now have an offer from a tenant who will take up all the vacant dates from May to October if the Hall and approaches are redecorated.

The early opening of the New Concert Hall, will, I think enhance the letting powers of The Athenaeum if we can offer a clean, bright, attractive building, but the contrast between the New Hall, and this, in its present condition, would be very great.

Further expenditure in the shape of :-

- (a) A permanent proxenium with a sounding board and
  - (b) the erection of a shelter verandah from the front door to the edge of the pavement - and also essentials but not urgently so
- In the case of the proxenium and sounding board which would cost about £50. an extra charge could be made and would make the Hall more attractive, at present any tenant requiring a proxenium has to hire it at considerable cost, and the erection of such a structure is not only the cause of continual friction but it damages the walls. I feel sure that with a properly constructed proxenium which could be so made as to be easily removable. The letting possibilities of the Hall would be greatly enhanced.

The shelter verandah, to protect people entering the Building, could be erected on the Cantilever principle, and would be an attraction to the Hall and would provide a suitable position for the electric advertising signs required by tenants of the Hall, with whom, and the City Council there is now continual difficulty. This would probably cost £70 to £80.

I would strongly recommend that the work first suggested at an estimated cost of £350 be authorized and immediately proceeded with.

Yours faithfully,

R. W. E. WILMOT.

Secretary.

and had found them correct. They recommended payment of the following accounts.

Secretary salary to 31.12.12		16.13.4
acting librarian " 31.1.13.		13. 0. 0
Hall keeper wages to 31.1.13.	10.0.0	
attendant " " " "	8.15.0	
librarian assistant " " " "	3.2.6	21.17.6
allowance to widow late librarian to 31.12.12		18. 15. 0
Proceasau Book Society	Books	1. 4. 3
Metropolitan Club	gas	14. 7. 8
City of Melb <sup>ne</sup>	Electric light	1. 9. 0
Arnushouse Agency	Newspapers	5.11.3
Gordon & Gotsch	"	9. 7. 9
F. J. Milty	"	2. 10
Wm Detmold	Binding	1. 2. 6
Vict. Artists Socy.	advertising	1. 0. 0
Chamberlain & Seymour	Goods	18. 0
Petty Cash		5. 0. 0
		£112. 7. 1

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

renovation

The report of the secretary regarding the renovation of the building attached hereto was considered and the principle set forth was generally approved.

Mr Rennie moved

Mr Callaway seconded

" That the matter referred to a subcommittee consisting of the President, Vice President Mr Masters & Mr Cook to deal with items 1, 2, 3, 4 or any of them with power to act."

Carried

Library Committee

The library committee's report was adopted on the motion of Messrs Callaway & Masters & the books submitted were approved.

h. o. b. m. c. h. m. 7th July 1913

Minutes of Meeting of The General Committee held at the Atheneum on Friday February 7. 1913

Present Mr Masters (in the chair) Martin, Thodley Callaway, Downward & Levers & Kemison Mr Cook, Knight Shew & Dillon

apologies apologies were received from Miss Rennie, Kelly & Andrews.

Minutes the minutes of the meeting of Jan 10 were read & confirmed.

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

Secretary salary to	31. 1. 13.	16. 13. 4
acting Librarian	28. 2. 13	13.
Hall Keeper wages to	25. 2. 13	8. 0. 0
attendant "	"	7. 0. 0
Library assist -	"	2. 10. 0
allowance widow late Librarian	1/31. 1. 13	18. 15. 0
Mr Dale	Charwoman	3. 15
W Buckley	wage	2. 10
Melville Muller	Books	16. 33. 5
Geo Robertson	"	5. 10. 3
F. J. Mitty	Newspapers	1. 19. 11
Sundry Newspapers		
Punch & Evening Advt	1/4. W. for S. and 1/3.	
W. & A. Co.	Print ad. 1/4. not final	3. 9. 6
Sands & McDonnell	Books	2. 0. 0
Int Gas Co	Gas	11. 4. 10
Richardson Ken & Co	Insurance	2. 18. 6
W. DeLond	Building	2. 10. 0
		<u>£ 117. 19. 8</u>

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

The secretary reported that the sub-committee had accepted the tender of J. R. Taylor for £272 for the

improvements

rededication of the main Hall, approach & front of building & of Mr Taylor for ventilation 10/1/59. The report was adopted & the action of the sub-committee was endorsed on the motion of Mr Callaway & Knight. It was decided that the sub-committee should arrange any details connected with the work.

New Members The chairman welcomed new members of the Committee Messrs Shew & Dillon & Dr Kemison & Levers.

Finance Com The Finance committee for the year was appointed thus: The President Messrs Rennie, Shew, Masters Callaway & Dillon.

Library Com The Library committee for the year was appointed thus The President Messrs Masters, Callaway Martin Thodley & Dr Levers.

Mr Kelly at the suggestion of the chairman supported by Mr Martin & Mr Callaway the secretary was instructed to send a letter of sympathy to Mr Kelly the President of the institution expressing the regret of the committee at his illness & wishing him a speedy & complete recovery.

Library The Library committee's report was adopted & the books selected were approved. Confirmed.

W. Buckley 7/2/13

Minutes of Meeting of The General Committee held on March 7. 1913

Present Messrs Martin (Chair) Martin Callaway Dillon, Downward, Apps, Carlile, Rennie Andrews, Knight, Shaw & Lewis & Keminson.

apology welcomes an apology was received from Mr Kelly The chairman welcomed Messrs Carlile & Andrews on taking their seats for the first time

Minutes The minutes of meeting of Feb 7 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 28.2.13		16.13.4
acting librarian 31.3.13.		13.0.0
Hallkeeper wages to 28.2.13	8.0.0	
actua dant - " " " "	7.0.0	
library assist " " " "	2.10.0	17.10.0
allowance to widow Kathleen Librarian to 28.2.13.		18.15.0
W. Buckley wages		3.11.
Mr Dale " (Charwomen)		4.9.3
W. Dawson & Sons Magazines		22.19.0
E. Whitehead & Co " "		44.17.6
F. J. Mitty Newspapers		1.17.0
Sandy Newspapers Examiner of Glad Mowing St.		1.0.0
Metropolitan Gas Co Gas		11.11.3
Stillwell & Co Printing		8.15.0
Melb <sup>n</sup> Metropolitan B of Works Rates		79.8.4
Chambers & Seymour goods		2.2.0
John Robertson Repairs		3.0.0
M. Brown " "		1.16.0
E. Row " "		2.10.0
H. Faulkner Smith " "		1.8.0
Petty Cash		15.0.0
		<u>£ 270.12.8</u>

Library

Leave of absence

The Finance Committee also recommended ~~that~~ was adopted on the motion of Messrs Callaway & Rennie

The Finance Committee recommended that arrangements be made for a loan draft of £400 from the Bank of Australia. The secretary reported that the Hon Treas & he had seen the Bank authorities who had arranged that the Institution might draw up to £500 for six months.

The recommendation was adopted & the action of the Hon Treas & Secretary confirmed on the motion of Messrs Rennie & Martin.

The library committee report was adopted & the books submitted approved on the motion of Messrs Martin & Callaway

The secretary applied for his annual leave of absence from March 10<sup>th</sup> for three weeks. The application was granted on the motion of Messrs Andrews & Apps. It was decided on the motion of Messrs Rennie & Martin that in the absence of the secretary Mr Kempf should be acting secretary.

Admitted to Chairman

Minutes of Meeting of the General Committee held on April 4. 1912.

Present

Apologies

Minutes

Finance

Messrs Cooke (in the chair) Callaway apps Knight, Carlile, Rennie, Dillon, O'Kunison apologies were received from The President Messrs Masters, Thodes, and <sup>Martin</sup> D. Lewis

The minutes of the meeting of March 7 were read & confirmed

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

Secretary Salary to 31.3.13		16.13.4
acting Librarian to 30.4.13		13.0.0
Hall Keeper wages to 25.4.13	8.00	
attendant " " " "	7.0.0	
library assist " " " "	2.10.0	17.10.0
allowance to widow of late Librarian to 31.3.13.		18.15.0
W. Buckley wages		1.0.6
J. R. Taylor Improvements		139.9.0
Cromie Bros	"	8.7
Metropolitan Gas Co	"	14.2.5
Gaug Williamson Co	"	5.15.6
Scoreesan Book Society	Books	8.15.8
Melville & Mullen	"	1.15.
F. J. Mitty	Paper	2.0.7
Armsstrongs agency	Paper <sup>5.11.3</sup> admt.?	5.16.3
Metropolitan Gas Co.	Gas	12.14.10
City of Melbourne	Electric Light	4.0.11
Melville & Mullen	Goods	1.12.6
R. S. Inglis	repairs	8.8.8
E. Fischer & Son	"	1.12.6
W. Brown	"	1.5.0
L. N. Rainey	auditor	2.2.0
J. Bishop	"	2.2.0
	total	£286.18.8.

The report was adopted on the motion of

Chairs

Messrs Rennie & Callaway.

The secretary reported that the church authorities were asking for more chairs in the upper hall. When arrangements were made for an increase in rent the institution undertook to provide 50 extra seats at once and 50 later on when the alterations had been completed. This extra accommodation was now necessary.

He produced sample chairs. The tenants of the main hall were also asking for better seating & as the regulations of the Board of Health required seats of a fixed size it might be well to consider the two questions at once. The chairs submitted as samples would cost 6/6 each. It was decided that a subcommittee Mr Callaway Martin & the vice President should look into the matter.

Library

The report of the Library Committee was received & the books submitted approved on the motion of Mr Callaway & Knight.

h. h. h. o. h. h. y  
2/5/13  
Chairman

Minutes of meeting of the General Committee held on May 2 1913

Present Messrs Martin (Chair), Kemison, Kemp, Downward, Callaway, Andrews & Shew

apologies were received from Messrs Kelly & Keme

Minutes of meeting of April 4 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 30.4.13.		16.13.4
Librarian " 31.5.13.		13.0.0
Hallkeeper wages to 31.5.13	10.0.0	
attendant " " 8.15.0		
Library assistant " " 3.2.6	21.17.6	
allowance to widow of late Librarian to 30.4.13.	18.15.0	
Metropolitan Gas Co Gas	14.12.5	
City of Melbourne Elect. light	3.10.11	
City of Melbourne Rates	74.3.4	
Geographical Soc Books	6.9.8	
F. J. Kelly Newspapers	1.19.10	
Sunday Newspapers Punch 1/4. Herald 1/6		
Guardian 3/4. Daily Tel 1/6. M. Dir 1/6	2.3.0	
S. J. Smith & Son Improvements	27.0.0	
A. Kemp & Son Repairs	3.7.0	
Petty Cash	5.0.0	
	<u>£ 213.12.0</u>	

The Report was adopted on the motion of Messrs Callaway & Downward.

Librarian It was decided to appoint Mr W. H. Kempfy as Librarian at a salary of £3.10.0 per week from May 1. The matter of salary to be reconsidered in October monthly Mr Martin seconded by Mr Downward

Seats

It was decided on the motion of Messrs Callaway & Martin to purchase from Fallshaw Bros 30 seats as per sample from Fallshaw Bros for the sum of 16/6 each for use in the upper Hall.

Screens

It was decided on the motion of Messrs Kemp & Callaway that the screens in the main Hall should be renovated. The matter to be left to the secretary after consultation with the vice President.

Library

The library report was adopted & the books submitted approved.

President

The chairman reported that he had seen Mr Kelly who was better. He also reported that Mr Seaulieu had been ill & it was decided to write him a letter of sympathy.

Confirmed  
A. Kempfy  
6/6/13.

Minutes of meeting of The General Committee held on Friday June 6. 1913.

Present

Mr Martin (in the Chair) Messrs Martin, Apps, Downward, Knight, Andrew Dillon, Callaway, D-S Keenies on the walls & Sir Edward Carlile

apologies

an apology was received from Mr Keenies & from Messrs Kelly & Beaulieu

Sir Edward Carlile

The Chairman congratulated Sir Edward Carlile on his Knighthood and would that "The Committee offer their cordial congratulations to their colleague Sir Edward Carlile on the distinction conferred on him by His Majesty the King"

The motion was seconded by Mr Martin & carried by acclamation.

Sir Edward Carlile responded

Minutes

The minutes of the meeting of May 2 were read & confirmed

Finance

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

Secretary salary to 31.5.13.	16.13.4
Librarian salary increase for May 1913	2.10
Hallkeeper wages to 27.6.13.	8.00
attendant " " " "	7.00
Library assistant " " " "	2.10.0
allowance to widow Kate Librarian	17.10.0
metropolitan Gas Co	15.13.9
George Robertson books	9.5.11
Oversea Book Co "	1.4.3
Wises directors "	2.2.0
Gordon & Egan newspapers	9.2.9
J. J. Mills "	2.2.0
W. Deane building	3.9.6
Deallshaw & Sons seats	24.15.0
Trustees Executors Co interest	280.0.0
Richardson Kirke Insurance	35.2.0
Charteris & Seymour goods	19.0.0
C. E. Long sundries	2.7.6
Stallwell & Co printing	2.12.6
M. Brown repairs	4.3.0
<b>Total</b>	<b>448.12.6</b>

It was decided on the motion of Messrs

fire

Callaway & Andrews to adopt the report. The Secretary reported the escape from fire on May 10. & explained how it had occurred - The Secretary was instructed to ascertain the cost of putting all the gas pipes in order and also the cost of installing electric light throughout the building, on the motion of Messrs Callaway & Martin the library report was adopted & the books recommended approved on the motion of Messrs Martin & Downward.

Library

Confirmed  
L. S. H. P. S. H. H.  
+17/13



Present  
Minutes  
Finance

Minutes of meeting of the General Committee held on Friday July 4<sup>th</sup> 1913

Mr. Masters (in the Chair) Messrs Martin, Murray, Callaway, Downward, Cooke, Carhill, Andrews, Knight, Kemmle & Dr. Thomson

The minutes of the meeting of June 6<sup>th</sup> were read & confirmed

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

Secretary's Salary to 30.6.13.		£ 16. 13. 4
Librarian		15. 3. 4
Hallkeeper wages to 25.7.13 4 weeks at 2.5.0.0		
Attendant		35. 4. 0
Library Ass.		19. 2. 10.0
allowance to Librarian of tele Librarian to 30.6.13		18. 15. 0
Melropolitan Gas Co.	Gas	14. 12. 4
City of Melbourne	Electric Light	2. 14. 4
Melville Struckers	Books	60. 16. 0
Amstrongs Agency	Newspapers & ad.	5. 16. 3
St. J. Mitty	"	1. 18. 5
Sunday newspapers	Remainder of ad. 1/6 & Commission 1/6	14. 0
Chambers & Reynolds	Books	1. 19. 6
Petty Cash		4. 10. 0
Library Honorarium to C. S. O'herly		12. 12. 0
		<u>£ 149. 14. 9</u>

It was decided on the motion of Messrs Kemmle & Andrews to adopt the report

The offer of the Gas Co. to replace the defective lead pipes with iron at a cost of £16-10-0 was adopted on the motion of Messrs Martin & Knight.

It was decided not to accept the offer of Newbigin & Co £225.15.0 for the installation of electric light.

Gas & Electric Light

Stapling machine

On the motion of Messrs Martin & Downward. It was decided to purchase a stapling machine for

Door &c

on the motion of Messrs Kemmle & Cooke It was decided to leave the question of altering the entrance to the Library to the Secy. & President; not to exceed £5

Procurement

on the motion of Messrs Downward & Martin It was decided to purchase the procurement from the Bank at a cost of £20.

Library

The Library report was adopted & the books recommended approved on the motion of Messrs Martin & Thomson

Honorarium

on the motion of Mr. Kemmle & Dr. Thomson It was decided to grant Mr. C. S. O'herly an Honorarium of £12-12-0 for his services in connection with the arranging of the Library.

C. S. O'herly

to be paid

at the expense of

1/8/13

Present

Minutes

Finance

Minutes of meeting of the General Committee held on Friday Aug 1. 1913

Messrs Martin, Downward, Dillon, Shaw, Apps, Knight, Andrews & Lewis & Kenison & Sir Edward Carlisle

The minutes of the meeting of July 4 were read & confirmed.

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

Secretary Salary to 31.7.13		10.13.4
Librarian	"	15.3.4
Hall Keeper wages to 29.8.13.	10.0.0	
allowance	"	8.15.0
Library assist	3.2.6	21.17.6
allowance to widow late Librarian		18.15.0
W. Buckley wages	3.1.	
Ms Watson Charwoman	1.16.	
G. Robertson Books	17.17.2	
E. Whitehead Magazines	43.7.9	
W. Dawson Wash	27.10.10	
F. J. Mitty Newspapers	2.19	
Sunday newspapers. Punch & Albion & 1/8		
over advt 1/6 & 1/6 advt 1/6 advt 1/6		3.4.8
S. W. Cole 3/6		3.6.6
W. Detmold Bonding		23.12.11
Whip Gas Co Gas		1.16.11
City of Mslth. Elect. Light		5.7.6
Stallwell & Co Printing		20.0.0
E. B. Manning Prosemin		47.10
City of Mslth Rates		1.17.
A Kemp & Sons repairs		6.15.3
R. S. Duglis	"	1.3.6
M. Brown	"	2.4.2
Sundries		
<b>Total</b>		<b>£285.2.1</b>

The Finance Committee reported that it had gone into the question of insurance & recommended that the amount be increased to £18,000. The report was adopted on the motion of Messrs Knight & Apps. Mr Reemie & Mr Martin were asked to arrange the matter.

A. N. A

The application of the A. N. A. F. C. Committee for the use of the Hall in May next at £24 per week was granted on the motion of Mr Downward & Mr Knight. It was decided on the suggestion of Mr Lewis to consider this matter at the next meeting.

Sanitary arrangements

Library Committee

The Library Committee reported having chosen the books for the month. Their selection was approved.

L. H. P. O. S. H. 5/9/13

Present

apologies Insurance

Sanitary

Minutes of meeting of the General Committee held on Friday Sept 5. 1913.

Messrs Martin, Apps, Martin, Dillon, Thodey, Callaway and Messrs Knight, Sir Edward Carlisle & Mr Kenison.

An apology was received from Mr Reemie. Mr Martin reported that he had with Mr Reemie gone into the whole question of insurance & had found that the policies require complete renewal & coordination. Arrangements had been arranged for the sum of £18,000. It was decided on the motion of Mr Callaway & Mr Andrews that the action of Mr Reemie & Mr Martin be endorsed & that those gentlemen be thanked for their services in the matter. The matter of the sanitary arrangements of

The building was discussed and it was decided on the motion of Sir Edward Carlile & Mr Callaway that the matter be referred to a sub-committee consisting of Messrs Martin & D. Hevers.

Finance

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

Secretary salary to 31.8.13.		16.13.4
Librarian " " "		15.3.4
Hall Keeper wages to 26.9.13.	8.0.0	
Attendant " " "	7.0.0	
Library assist <sup>ant</sup> " " "	2.10.0	17.10.0
allowance to widow late Librarian to 31.8.13.		18.15.0
F. J. Mitty newspapers		11.14.9
Metropolitan Gas Co Gas	37.6.4	
Howard Smith & Co Coal	2.11.0	
No dust manufact Co. Goods	1.2.6	
S. Clement Smith & Co " "	1.1.0	
M. Brown repairs	4.4.9	
A. Kempsons " "	5.10.2	
St. Colesan Book Society Books	1.14.8	
Melville Muller & Co " "	4.6.2	
Petty Cash	5.0.0.	
Balance	<del>176.11.10</del>	<u>132.13.0</u>

The Report was adopted.

The report of the Library Committee was adopted & the books selected were approved to be purchased  
 by the committee  
 2/10/13

Library

Minutes of meeting of the General Committee held on Friday Oct 3. 1913.

Present

Messrs Masters (Chair), Apple, Martin, Callaway, Downward, Dillon, Revere, Shew Cooke & Kemerson & Sir Edward Carlile

Apology  
Minutes

an apology was received from Mr Audens. The minutes of meeting of Sept 5 were read & confirmed.

The President

Mr Masters reported that he had seen the President who was still in a very bad state of health.

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 30.9.13.		16.13.4
Librarian " " "		15.3.4
Hall Keeper wages to 31.10.13.	10.0.0	
Attendant " " "	8.15.0	
Library assist <sup>ant</sup> " " "	3.2.6	21.17.6
allowance to widow of late Librarian to 31/10/13.		18.15.0
Mr Walsh charwoman 2/4. Mr Buckler 9/1		2.17.0
Melville & Muller books		3.5.11
Geo Robertson & Co " "		9.7.2
F. J. Mitty newspapers		1.13.4
Cutcher Parker & Co " "		2.12.0
Metropolitan Gas Co Gas		11.10.8
Mr Detwold & Co Goods 2/5. Building 1/6		10.5.6
Metropolitan Board of Works rates		79.12.4
J. L. Newbiggin repairs		2.7.3
Charlton & Sermon Goods		1.10.6
Armstrongs agency newspapers		5.11.3
E. Brauseombe 1/2 cost of fireman		6.13.3
Telephone Shaw & Hart		1.5.0
Total		<u>211.0.4</u>

The report was adopted on the motion of Messrs Callaway & Downward. It was also decided

Improvements

to accept the recommendation of the Finance Committee + increase the fund for or loss of rent to £1500.  
 The sub-committee which had sequined into the question of improving the sanitary arrangements reported that they had gone carefully into the matter + had had plans prepared. The alterations would include a new room for the caretaker. The architect estimated the total cost at £300  
 Sir Edward Carlile moved  
 Mr Callaway seconded

That the sub-committee be authorized to call for tenders + to accept same provided the cost did not exceed £520. carried

Main Hall

at the suggestion of the secretary it was decided on the motion of Messrs Callaway + Reunier that Messrs Martin, Martin, Cooke + Sir Edward Carlile be appointed a sub-committee to draw up a form of conditions for hiring of the main hall.

Library

The books recommended by the Library Committee were approved.

Confirmed  
 dothif...  
 7/11/13

Present

Minutes of Meeting of The General Committee held on Friday Nov 5 1913.

Messrs Martin (Chair) Thodey, Downward, Knight, Shew, Callaway, Andrews, Dillon, Dr Lewis + Dr Kennison

Apologies

apologies were received from Sir Edward Carlile, + Messrs Reunier + Martin.

Minutes

The minutes of the meeting of Oct 3 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	31-10-13.	16.13.4
Librarian "	31. 10. 13.	15. 3. 4
Hall Keeper wages to	28. 11. 13.	8. 0. 0
attendant "	27. 10. 13.	7. 0. 0.
Library assist "	"	2. 10. 0
allowance Melbourne Librarian to	31. 10. 13.	18. 15. 0
W Buckley wages		1. 15. 0
Richardson Kerr & Co Insurance		24. 13. 4
Melropolitan Fire Brigade Fireman		6. 16. 6
Melropolitan Gas Co gas		12. 9. 3
City of Melbourne Electric light		4. 9. 1
Sunday Newspapers	Bundigo 1/11	
admission 1/6 to " Punch 1/11		2. 9. 6
Gordon & Gotch Books		10. 6
F J Mitty Newspapers		1. 15. 0
Stallure & Co admn 9/10. Punch 7/10		14. 13. 0
M. Brown Repairs		3. 8. 6
Smedley White & Sons 1/6 Fischer 1/6 Tiller 1/7		1. 10. 0
No dust manufactory Goods		1. 2. 6
Chambers + Seymour "		1. 3. 0
Petty Cash		5. 0. 0
Honorarium C.S. Society		6. 6. 0
		£156. 2. 10

The Finance Committee also recommended that

Conditions

The allowance to the widow of the late Debraian be paid up to Nov-30.  
 Moved by W. Callaway, seconded by W. Sherr that the report & recommendations of the Finance Committee readopted carried the sub-committee which had suggested into & prepared the conditions for letting the hall produced a draft & this on the motion of Messrs Andrew Hallaway was with some slight alterations approved. The secretary was instructed to let the hall in conformity with these conditions & the terms of Mr. Cookes letter.

Improvements

The sub-committee which had dealt with the question of improvements reported having accepted the tender of C. F. Pittard <sup>that</sup> the work was in progress.

Library Committee

The library committee reported having selected the books & their selection was approved.  
 They also recommended that an honorarium of £6.6.0 be granted to Mr C. S. Doherty for his work in the library during the absence of the Debraian on holiday.

6 confirmed 5<sup>th</sup> Dec 13  
 & other officers

Present

Minutes of special meeting of the General Committee held on Monday 24<sup>th</sup> Nov -  
 Mr Martin (in the chair) Messrs Downward Rennie, Dillon, Knight, Callaway, & Sir Edward Carlile

Improvements

The secretary reported that the Melbourne & Metropolitan Board of works required an indemnity against possible damage in connection with severing the basement. The architects had forwarded the indemnity & had approved of it. The indemnity was read.

Moved by Mr Downward seconded by Sir Edward Carlile

"That the Committee of the Melbourne Athenaeum having considered the letter from Messrs Sedgwick Smith & O'Gee, the architects to the Institution, dated 19<sup>th</sup> Nov. 1913 request the Trustees to sign the indemnity referred to therein in to the Melbourne & Metropolitan Board of Works."

Carried.

6 confirmed 5<sup>th</sup> Dec 13  
 & other officers

Minutes of Meeting of The General Committee held on Friday December 5. 1913

Present

Mr Masters (Chair) Martin, Knight, Dillon Shew & Dr Kennison.

apologies

apologies were received from Miss Rennie, Callaway, Andrews, Thodley & Sir Edward Carlile.

Minutes

The minutes of meetings of Nov 5 & special meeting of Nov 24 were read & confirmed.

Finance

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

Secretary Salary to 31.11.13		16	13	4
Librarian		15	3	4
Hall Keeper wages to 26.12.13.	8.00			
attendant	7.0.0			
library assistant	2.10.0	17	10	0
allowance to widow of late Librarian (final)		18	15	0
Metropolitan Gas Co Gas		17	9	2
Metropolitan Fire Brigades Board		4	4	6
Geo Robertson & Co Books		6	1	0
Procean Book Society				11
Melville & Muller Books	25.1.11	47	8	8
Magazines	32.6.11			
Hampshire Newspapers		1	12	2
Richardson Kembo Insurance		3	17	8
John Robertson Repairs		2	10	0
M Brown		1	3	7
Bussan Robson & Co Goods		2	17	1
Chambers & Heyman				5
Peacock Bros				17.6
Haas & Sons Printing				12.6
Tinsley & Sons Co Interest		280	0	0
Petty Cash				5
City of Melbourne Electric Light				1.11
		442	19	10

The Finance Committee also recommended that the Treasurer be authorized to sign cheques for the contractor on the certificate of the architect. The report was adopted & recommendation approved on the motion of Miss Knight & Dillon.

Found Money

The secretary reported that a purse containing £7-0-9 had been found in the Hall on Nov 1 1912. Advertisements for the owner had been inserted in the daily papers without result. It was decided that the amount be divided thus Hall Keeper £4 attendant balance. Mould by Mr Martin seconded by Mr Knight.

Library

The report of the library committee & the was adopted & the books submitted approved.

January Meeting

The date of the January 1914 meeting was fixed for January 9.

Confirmed 9<sup>th</sup> Jan 1914  
A. H. H. O. S. H. H.