

Minutes of meeting of the General
Committee held on Friday January 14. 1916

Present

The President (W-Knight) Messrs Topp, Master, Callaway,
Kerrot, Downward, Rennie, Dillon, Cooke, Shew
Dr Lewis & Kenison & Sir Edward Carlike

apology
minutes

an apology was received from Mr Martin
The minutes of meeting of Friday Dec 3
were read & confirmed

Finance

The Finance committee presented the
draft balance sheet & statement of
receipts & expenditure. The Treasurer
explained various items showing the
decrease in receipts in the letting of the
Halls. He moved that the balance sheet
be approved & sent to the auditors Mr Master
seconded the motion which was carried
The Finance committee also reported that

They had audited the accounts for December & had found them correct. They recommended payment of the following accounts.

Hall Keeper wages to 24.1.16	8.0.0
attendant " " "	7.0.0
Library assistant	3.0.0
Mr Brown washing	15
Mr Walsh charwoman	2.1.0
City of Melbourne Electric Light	5.2.11
Metropolitan Gas Co Gas	16.12.10
Metropolitan Fire Brigade	3.18.0
11 newspapers 141/13/1. Mr & Mrs J. B. Buckle 1/6	2.14.6
Repairs Mr Brown	12
Gas Chamber & chimney 1/6 19/10/16	1.5.9
Salaries Secretary 2/11/15 Librarian 1/11	34.16.8
Petty Cash	5.
	<hr/>
	£ 90.16.8

Report The report was adopted on the motion of Mr. Rennie & Austin. The draft of the annual report was submitted & approved with the addition of a paragraph relating to membership.

D. Rose an application for the use of the upper hall on Sunday afternoons by D. Hamaduke Rose was not entertained.

Coffee Palace The secretary reported that the Victorian Coffee Palace had wished to erect a chimney which would encroach partly on the land of the Institution & partly on the easement granted at the North East end of the property. He had consulted some members of the Committee & had asked the architects to look into the matter. The result had been that the architects had been able to show the Coffee Palace authorities how the chimney could be erected without encroaching on either the property. The Coffee Palace had adopted the suggestion. The action of the secretary was approved.

Library Com The library committee reported having selected

the books & their action was approved. The President thanked members of Committee for the assistance they had given him during his term of office.

Charlie
4 Feb 1916

Minutes of The annual General meeting
of members of the Melbourne Athenaeum held
in the Library on Wednesday Jan 26 1916.

Present

The President (Mr H. Knight) in the chair Sir Edward
Cairlie (Vice President) Mr Meeks & Lusk (Trustees)
Rennie (Hon Treasurer) Dillon, Sherr, Martin
Masters Dr Lewis (members of committee) Dr
Rindin & Mr Wiswound & Sixteen other
members

apologies

apologies were received from Mr Callaway.

notice

The secretary read the notice & advertisement
concerning the meeting.

Minutes

The minutes the annual meeting of January
27 1915 were read & confirmed on the motion of Mr
Meeks & Wiswound.

Annual
Report

The annual report & statement of receipts
& expenditure were taken as read on the motion
of Mr Wiswound & Dr Lewis copies having
been circulated among members.

The Chairman moved the adoption of the Report & Balance sheet. The motion was seconded by Mr. Meeks & supported by Mr. Rennie & was carried unanimously.

Auditors Miss John Bishop & H. N. Rainey were selected auditors on the motion of Mr. Wisewood & Knight
Thanks Mr. George Lush moved that a vote of Thanks be accorded to the retiring office bearers & committee & to the Secretary & Librarian. The motion was seconded by Mr. Wisewood and carried by acclamation. The President & Secretary responded.

REPORT OF THE COMMITTEE
 OF THE
MELBOURNE ATHENÆUM,
 FOR THE YEAR 1915.

To be submitted to the Members at the General Meeting, Wednesday, 26th January, 1916, at 8 p.m.

THE Committee of the Melbourne Athenæum submit their report of the transactions of the year 1915, which is the seventy-sixth in the history of the Institution.

The Committee regretfully report the death of Mr. R. G. Kent, a former President, who was for many years a member of the Committee.

The gross receipts for the year amount to £2,488 0s. 11d. The gross expenditure amounts to £2,665 6s. 10d., but of this sum, £140 was spent in improvements, which produces an increased rental of £26 per annum. The war is responsible for the falling off in the revenue of the large Hall, which shows a decrease of £222 10s. 6d., and of the small Hall, which is £218 12s. less than in 1914. The war caused the abandonment of Art Exhibitions in the Upper Hall, only the Australian Art Association and Messrs. Hans Heysen and W. B. McInnes taking seasons as against a dozen exhibitions in 1914.

Your Committee allowed a committee of Melbourne artists to have the use of the Art Gallery free of charge for an exhibition of pictures, the whole of the proceeds being handed over to the Red Cross Society. The result was that over £600 was raised. Your Committee also gave the main Hall free of charge to the promoters of a Jumble Fair, which realised over £300 to the Red Cross funds; and in several other instances substantial reductions were made in the rentals to those giving entertainments for one or other of the patriotic funds.

There has been a gratifying increase in the members' roll and in the amount received from subscriptions. The amount received from this source is £540 12s., an increase of £47 12s. 6d. over the previous year, and the highest recorded since 1902. There are now 605 members on the roll, of whom 12 are life members. The number of new members enrolled during the year is 136. Your Committee have during the year effected many improvements in the Library and Reading Room, and the result has been highly satisfactory.

Since the outbreak of war, the demand for magazines has greatly increased. This is specially so with regard to reviews. Your Committee had the matter under consideration, and increased supplies have been obtained, and the demand is now met. The war books include the best of those published from month to month. Your Committee has been able to send several large parcels of magazines to the Australian troops in the tropics and to those on transports bound for Egypt.

The Librarian, Mr. W. H. Remfry, joined the expeditionary forces in February, 1915, and was appointed to the Army Medical Corps. Your Committee granted him twelve months' leave of absence without pay, but voted him an honorarium of £25. Mr. J. B. Cooper was appointed Acting-Librarian in Mr. Remfry's stead, and he entered on his duties early in February. Mr. Cooper has shown himself indefatigable in the interests of the Library and of the Institution.

The number of volumes added to the Library during the year was 525. The total number of works issued to subscribers was 14,482 books and 9,564 magazines.

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

CLASSIFICATION.	1912.	1913.	1914.	1915.
Agriculture, Commerce, and Statistics	1	2	1	3
Mechanics, Mathematical Sciences, Architecture, Engineering, and Useful Arts	1	4	—	—
Biography, Speeches, and Correspondence	654	744	980	504
Classics and Philology	11	5	5	20
Fine Arts	5	—	—	13
Geography, Voyages, Travels, and Descriptive Works	900	938	990	514
History and Historical Memoirs	209	206	200	288
Jurisprudence and Legislation	1	—	—	—
Medical Science and Chemistry	1	—	—	—
Miscellaneous and Collected Works	401	440	600	260
Natural History and Botany	16	21	40	46
Works of Fiction	9,554	10,460	11,240	12,506
Music	1	—	5	—
Periodical Literature	308	43	32	22
Philosophy and General Science	81	70	114	68
Poetry and the Drama	68	92	180	174
Politics	15	16	12	8
Religious & Ecclesiastical Works	14	5	16	36
Juvenile Works	30	20	8	20
	12,271	13,066	14,373	14,482

The Government has contributed during the year:—
 Victorian Parliamentary Debates.

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

- Victorian Year Book, presented by A. M. Laughton, Esq., Government Statist.
- Peace and War, by the Peace Society.
- The Christian Science Monitor, from First Church of Christ Scientist, Melbourne.
- The Messenger, by Messrs. Arbuckle, Waddell, & Fawcaker.
- The New Zealand Official Year Book, by the Government of New Zealand.
- The Theosophist, by the Theosophical Society.
- The United Empire Proceedings of the Royal Colonial Institute Journal, from the Institute.
- The Commonwealth Gazette, by the Commonwealth Government.
- Two Copies of Bradshaw's Guide to Victoria, supplied regularly by Messrs. Stillwell and Co.

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

There have been 12 meetings of the General Committee.

The President, Mr. H. M. KNIGHT	attended	12
The Vice-President, Sir EDWARD CARLILE	"	11
The Treasurer, Mr. CHARLES RENNIE	"	5
Trustee, Mr. W. A. CALLAWAY	"	11

COMMITTEE:					
Mr. Martin	attended	8	Mr. Dillon	attended	8
Mr. Downward	"	8	Mr. Shew	"	4
Mr. Cooke	"	11	Mr. Topp	"	10
Dr. Kennison	"	8	Mr. Kernor	"	11
Dr. Lewers	"	8	Mr. Masters	"	9

FINANCE COMMITTEE (12 Meetings):				
Mr. Rennie (Chairman) attended	8	Mr. Shew	attended	11
Mr. Callaway	9	Mr. Knight	"	9
Mr. Masters	8			

LIBRARY COMMITTEE (14 Meetings):				
Mr. Martin (Chairman) attended	12	Dr. Lewers	attended	8
Mr. Callaway	13	Mr. Topp	"	12
Mr. Masters	8	Sir E. Carlile	"	11

The President, Vice-President, Treasurer, and the following members of Committee, who are eligible for re-election, retire from office, viz., Messrs. Martin, Masters, and Topp.

The Committee desire once more to draw the attention of members to the advisability of introducing new members. The Library and Reading Room with their accessories make the Institution without a rival in Melbourne, at the small fee entitling membership, and the Committee suggest that every endeavour should be made to enlist new members. In this connection, the Committee draw the attention of subscribers to the Rule which provides that—

"Any member of the Institution may nominate a member of his or her family to become a member of the Institution on payment of ten shillings and sixpence per annum."

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, 26th January, 1916.

H. M. KNIGHT, President.
 R. W. E. WILMOT, Secretary.

THE TREASURER IN ACCOUNT CURRENT WITH THE MELBOURNE ATHENÆUM.

For the Year ended 31st December, 1915.

To Balance in Bank	£185 4 0	By Interest on Mortgage	£630 0 0
Subscriptions	£540 12 0	Salaries and Wages	714 6 6
Rent of Large Hall	674 18 6	Books, Magazines, and Newspapers	353 9 7
Small Hall	386 14 0	Gas and Electric Light	239 8 2
Front Shops	647 1 0	Repairs, Goods, and Sundries	146 5 1
Re-ams	211 9 6	Rates	274 0 6
Sales	27 5 11	Insurance	101 10 10
	2,488 0 11	Binding	3 11 5
		Postage, Stationery and Petty Cash	30 7 3
		Printing and Advertising	28 3 6
		Auditors	4 4 0
			£2,525 6 10
		By EXTRAORDINARY EXPENDITURE—	
		Improvements	140 0 0
			2,665 6 10
		Cash in Bank and in hand	7 18 1
			£2,673 4 1

Audited and found correct.

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

MELBOURNE, 21st January 1916.

APPROXIMATE STATEMENT OF ASSETS AND LIABILITIES.

ASSETS.		LIABILITIES.	
Estimated value of the real Property of the Institution	£35,000 0 0	Loan under Mortgage (Rate 4½ per cent., due July 1, 1921)	£14,000 0 0
Value of Library	1,500 0 0	Balance	23,257 18 1
" Furniture	750 0 0		
Balance in Bank and on hand	7 18 1		
	£37,257 18 1		£37,257 18 1

Althorpe
 Jan 20 1917

Minutes of meeting of the General Committee held on Friday February 4/1916
 Present Sir Edward Carlile (Chair) Messrs Martin Mastis, Topp, Callaway, Kernot, Cooke Downward, Knight, Shew, Dr Rinder Kemmis & Lewis

Minutes The minutes of meeting of Jan 14 were read & confirmed & the minutes of the Annual meeting were read for the re-appointment of members

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

Hackkuru wages	8.0.0
alludant "	7.0.0
Library assistant "	3
Mr Brown washing	15.
Metropolitan Gas Co Gas	11.18.6
E. A. Parr Books	10.8.11
S. Robinson "	14.17.0
Melville & Milner Magazines	9.10.6
Newspapers Bulligo & Co of Wood St and 13/	1.3
Goods house 10/6 Adolmo 10/6	1.4
Repairs R.S. Dugles	5.16.6
Salaries secretary	20.16.8
Librarian	14.0.0
Sundries audson 10/6 Taxi 10/6	1.12.
	<u>£110.2.1.</u>

The report was adopted on the motion of Messrs Knight & Mastis. The further items of the report were similarly approved
 The Sub-Treasurer reported that an application for a Land Tax return from the State Commissioner had been received after a long discussion it was decided on the motion of Messrs Cooke & Martin that

Land Tax

The Land Tax Commission be furnished with a form & an explanation that it had not previously been supplied because the Committee had been advised that the Institution was not liable as it is a Mechanics Institute & the whole of the Revenue is devoted to mechanics Institute purposes
 On the motion of Messrs Martin & Cooke a sub-committee consisting of Messrs Topp, Cooke, & Knight was appointed to go into the matter & draft a letter to the Commissioner.

Committee The following committees were appointed
 Finance Messrs Mastis, Rennie, Callaway, Shew, Knight & the President
 Library Messrs Mastis, Callaway, Martin, Topp & Messrs Dr Rinder & the President

House Messrs Mastis, Martin, Downward, Cooke & Rimmer & the President
 The report of the Library Committee was adopted & the books selected were approved

E. Carlile
 3 Mar 1916

Minutes of meeting of the General Committee held on Friday February 9th 1916
Present Sir Edward Carlile (Chair) Messrs Martin Mastus, Topp, Callaway, Kernot, Cooke Downward, Knight, Shew, Dr Rinder Kenison & Lewis

The minutes of meeting of Jan 14 were read & confirmed & the minutes of the Annual meeting were read for the re-appointment of members

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

Hallkeeper wages	8.0.0
alludant "	7.0.0
Library assistant "	3
Mr Brown washing	15.
Metropolitan Gas Co Gas	11.18.6
E. A Parr Books	10.8.11
S. Robinson "	14.17.0
Melville & Miller Magazines	9.10.6
Newspapers Bendigo 2nd '9. 10/100 1/2 and '13/.	1.3
Goods Lucas 1/6 Adams 1/6	1.4
Repairs R.S. Dugles	5.16.6
Salaries secretary	20.16.8
Librarian	14.0.0
Sundries Anderson 1/6 Taxico 1/6	1.12.
	<u>£110.2.1.</u>

The report was adopted on the motion of Messrs Knight & Mastus. The further items of the report were similarly approved. The ~~sub~~ secretary reported that an application for a Land Tax return from the State Commissioner had been received. After a long discussion it was decided on the motion of Messrs Cooke & Martin that

Present

Minutes

Finance

Land Tax

The Land Tax Commission be furnished with a form & an explanation that it had not previously been supplied because the committee had been advised that the Institution was not liable as it is a Mechanics Institute & the whole of the Revenue is devoted to mechanics Institute purposes. On the motion of Messrs Martin & Cooke a sub-committee consisting of Messrs Topp, Cooke, & Knight was appointed to go into the matter & draft a letter to the Commissioner.

The following committees were appointed
Finance. Messrs Mastus, Rennie, Callaway, Shew, Knight & the President
Library. Messrs Mastus, Callaway, Martin, Topp & Messrs Dr Rinder & the President

House. Messrs Mastus, Martin, Downward, Cooke & Kenison & the President

Library. The report of the Library Committee was adopted & the books selected were approved

E. Carlile
3 Mar 1916

Committees

Library

Minutes of meeting of the General Committee held on Friday 3rd March 1916

Present Sir Edward Carlile (in the chair) Messrs Topp, Martin, Martin, Trigg, Cooke, Kerriot, Dillon, Knight, Rennie, Shew, Dr. Kinnison
Reader

apologies Dr. Lewis & Mr. Callaway send apologies
The chairman welcomed Mr. Trigg

Minutes The minutes of meeting of Feb 4 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

Hau Kupu wages	8.00
attendant "	7.00
Library assistant "	3 0.0
Mr Brown washing	15
Mr Walker charwoman	18
City of Melb Electric light	7.15.7
Melropolitan Gas Co Gas	14.15.3
Melropolitan Fire Brigade Fireman	6.10
Stallard & Co Printers	8.15
7 Melb newspapers	3.5.6
Newspapers Punch & Austral Journal & Scout	2.5.0
Books Sands & McDougall 2 1/2 hrs	2.6
J. Williams repairs	2.00
Petty Cash	5
Salaries Secular 20/1/8 & 14/1/1	34.16.8
Sevuduis C. E. Long	2
Arms & Co agency	11.8.0

Total £ 119. 2. 9

The report was adopted on the motion of Messrs Rennie & Martin
The secretary reported the illness of a member Mr Richard whose appearance was most distressing. The secretary was

instructed to see the Dr attending Mr Richard
Holiday The secretary was granted his annual leave of three weeks from 10th inst & Mr Topp was appointed acting Secretary during his absence.

Library The report of the Library Committee was adopted & the books selected approved.

Sub. 7. 4. 11

Minutes of meeting of the General Committee held on Friday April 7. 1916
Present Dr. Lewis (in the chair) Messrs Martin, Martin, Topp, Callaway, Kerriot, Dillon, Cooke, Knight & Dr. Kinnison

apologies apologies were received from Mr Rennie, Dr. Rinder & Sir Edward Carlile.

The President Dr. Lewis reported that Sir Edward Carlile was ill & Mr Topp said that Sir Edward wished for leave of absence. The chairman said that he thought leave of absence should be granted & expressed the regret of members ^{that the President} should be ill. The leave of absence was granted.

Minutes The minutes of meeting of March 3 were read & confirmed

Ancient Mariners The secretary reported an application from The Ancient Mariners for the use of the Hall at a reduced price for the purpose of a concert in aid of the funds for the North Sea mine surplus. The application was granted at half rates on the motion of Messrs Martin & Callaway.

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

Hall Keeper wages to 29. 4.16		10.0.0		
attendant "	"	8.15		
library assistant "	"	3.0.0		
Metropolitan Gas Co	Gas	15.10.7		
Metropolitan City Council	Electric light	5.10.1		
Metropolitan Board of Works	Rates	67.14.10		
Metropolitan Fire Brigade	Premium	2.5.6		
Gordon & Lothian	Newspapers	7.17.6		
F. J. Mitty	"	1.15		
Armstrongs Agency	"	5.8		
Quest Mining Standard	"	1.6		
Duglis & Ross	Repairs	16. - 6		
Mr Brown	"	3.2		
A Kemp & Son	"	"		
Hickford & Son	Sundries	3.15		
Goods Adams 10/6	Stans 10/4	Lucas 10/6	C & S 3/6	3.4
LN Ramley	auditor	2.2		
J Poshop	"	2.2		
Secretary	secretary 20/1/18	Librarian 17/10	38.6.8	
		TOTAL	198.5.8	

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

Library The library committee reported having chosen the books for the month.

Alexander
in my
1916

Minutes of meeting of general committee held on Friday May 12. 1916

Present Dr Lewis (Chair) Messrs Masters, Callaway, Kerriot Knight, Rennie, Dutton, Shew, Dr Keenan & Rinder

Apologies apologies were received from Mrs Rennie, Martin & Hooke.

Minutes The minutes of meeting of April 7 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.

Hall Keeper wages	8.0.0			
attendant "	7			
library assist "	1.10			
Mr Brown washing	1.10			
Mr Walsh Charwoman	18.			
Met City Council Rates	71.5.0			
Metropolitan Gas Co	18.3.4			
Met City Council light	4.12.8			
Met Fire Brigade	7.16.6			
E. A. Parr books	4.			
EM. Cole 1/4 Annual Jackson 1916				
Armstrongs G. Aruckle 1/4	1.11.10			
F. J. Mitty	1.12.5			
Daily Tel 1/6	Edw 1/3	Paul 1/6	Misc 1/3	1.10.3
W. Dutton Bonding	2.13.6			
AK Newbig in	28.13			
Goods Chambers 5/6	Stans 18/6	Adm 17/6	2.19.0	
Lucas 6/6	5			
Callaway	5			
Salaries see 20/1/18 Librarian 14/1	34.16.8			
		£ 203.12.2		

The report was adopted on the motion of Messrs Rennie & Knight. The committee further recommended that the Acting Librarian's Salary should be increased to £4 as from May 1. After some discussion it was decided on the motion of Mr Dutton & Dr Rinder to agree to the recommendation subject to the date being made March 1.

Tusdale

Mr See reported that he had received a laqueus letter from W.A.C. Tusdale manager of the Common wealth Film Co asking claiming damages for non letting of Hall. The claim was unfounded & the Institutions solicitor had informed the claimant. on the motion of Messrs Knight &

Shew the secretary's action in handing the matter over to the collectors was approved. The report of the Library Committee was approved.

Confirmed
Charles A. Gopp

22 June 1916

Minutes of meeting of the General Committee held on Friday June 2, 1916

Present Messrs Topp (Chair) Martin, Callaway, Higgin, Keruot, Knight, Cooke, Shew & Dr. Kemison

apologies were received from Miss Rennie & Dr. Ruder & Sir Edward Carlike

Minutes Finance The minutes of meeting of May 12 were read & confirmed. The Finance Committee reported having audited the books for May & had found them correct. They recommended payment of the following accounts

Hall Keeper wages to 30.6.16	10.00
allowance -	8.15.0
Librarian's assistant	2.10.0
Mr Brown	15
Mrs Hopkins & Co	19.9.2
Mellor & Co for mail & light	3.18.8
Stall with 40 printing	3.15.0
a Kempton repairs	5.14.0
Newspapers 1/4/14/6 Penn 1/4	2.12.6
Goods Lucas Co 1/4 Straits 1/4	1.0.6
Salaries Librarian for June 29/1. Messrs 6/1/1.	26.10.0
" Secretary for June	20.16.8
Interest Reptual Insurances	315. . .
Total	420.16.6

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

Leave of absence was granted to Mr. Martin

lift for three months as he was about to visit W. Australia. The secretary reported that Sir Edward Carlike had spoken of the desirability of placing a lift in the building. The discussion was deferred.

French Red Cross The secretary reported that the French Red Cross society wished for the use of the art gallery for a week to exhibit pictures in connection with the French Red Cross work. The application was granted pro charge.

Library The committee reported having chosen the books & their report was adopted on the motion of Messrs Martin & Shew.

7/7/16 Confirmed
Dr. Martin

Minutes of meeting of the General Committee held on Friday July 7, 1916 at 4.45 p.m.

Present Mr Martin (Chair) Callaway, Keruot, Dillon, Higgin, Knight, Cooke, Shew & Dr. Ruder

apologies were received from Miss Downward, Rennie, Topp, Sir E. Carlike & Dr. Hewson

Minutes The minutes of 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 accounts

wages Hall Keeper 1/4	allowance 1/4	Library
assistant 1/4	Mr Brown 1/4	Hastings 1/4
19.19.0		

City of Wash Electric light	4.19.4
Melropolitan Gas Co	24.4.5
Melropolitan Fire Brigade	5.5
Melville & Muller magazines	71.
" " Books	18.15.1
E. A. Pave	2.4.7
Arushong & Co. newspapers	5.8.0
Newspapers Portland Guardian / Budget	2.3.4
Howard Smith Goods	1.10.4
Goods Straus 1/3 adams 7/6 Chambers 1/4 Lucas 6/6	2.17.3
R. S. Inglis Repairs	3.11.3
Repairs sundries	3.6.0
Telephone Rent & calls	2.14.2
Salaries Secretary 20/16/87. L. Hanan 18/	38.16.8
	<u>£204.19.5</u>

The report was adopted on the motion of Messrs Callaway & D. Ruder
 The library committee reported having selected books for the month & their report was adopted
 4 Aug: 16 conf? E. Carlisle

Minutes of meeting of General Committee held on Friday August 4. 1916
 Present Sir Edward Carlisle (Chair) Messrs Topp, Callaway, Knight, Dillon, Megg, Cooke, Kemot, Sheer & Lewis, Rinder & Kennison

apologies President apology was received from Mr. Reune
 Mr. Topp welcomed Sir Edward Carlisle on his return to the committee after his illness

Minutes The minutes of meeting of July 7 were read & confirmed.

Finance The Finance Committee reported having audited the accounts for July & had

Library

Present

apologies President

Minutes

Finance

found them correct. They recommended payment of the following accounts

Hall Keeper wages to 25.8.16	8.00
attendant " " "	7.0.0
library assistant " " "	2.0.0
Mr Brown washing	15
M. Hastings labor	3.15
Mr Walsh charwoman	1.16.0
City Council rates	55.8.4
City Council electric light	3.14
Melropolitan Gas Co Gas	18.5.0
G. Robinson Books	15.12.1
Delmold & Co Printing	1.2.0
Chambers & Sheer 4/6 adams to 7/6	1.4
Salaries Secretary 20/16/87 L. Hanan 18/	34.16.8
Rectory cash	5.
	<u>Total 158.8.1</u>

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

The secretary reported that Mr. Rickard who had been a member for some years was objected to by some members his subscription was in arrear three months. After some discussion it was decided on the motion of Mr. Callaway & D. Ruder that Mr. Rickard be expounded that he had ceased to be a member.

It was decided on the motion of D. Ruder & D. Ruder that the architects be asked to make a specific examination of the building & lay before the committee a detailed scheme for supplying a lift to the building.

The library committee suggested that the library be cleaned by vacuum cleaner. It was decided to do so at once provided cost was not more than £8.

Rickard

Lift

Library

Sheer 1.9.16

Minutes of meeting of the General Committee held on Friday Sept 7. 1916

Present D. Lewis (Chair) Miss Topp, Martin, Mastus Kernot, Wigg, ^{Callaway} Cooke, Shaw, Rennie, & D. Keunson

apology an apology was received from D. Keunson
minutes the minutes of meeting of Aug 4 were read & confirmed

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

Hall Kuper wages to	30.9.16	10.00
attendant		8.15.0
Library assistant		2.10.0
Mr Brown washing		15
W. Hastings labor		1.9.6
Metropolitan Gas Co		19.9.4
Melbourne City Council Elec light		3.10.9
M & M Bond of notes Rates		63.15.8
Metrop Fire Brigade		2.12.6
Richardson & Kerr Dus ^{ce}		76.7
G. Robertson Books		22.19.2
Dawson & Sons Magazines		19.13.2
Newspapers sundries		3.6
Stall well No Printing		4.10.0
Jugis & Ross Repairs		19.17.5
A. Kempson "		5.17.9
M. Brown "		1.17
Goods		2.14.4
Salaries Secretary 27/10/18 Librarian 30		40.16.8
Total		310.16.3

The report was adopted on the motion of Miss Rennie & Mastus
The question of Land Tax was referred to the sub-committee

Land Tax

Search of absence Mr Topp was sought leave of absence

for two months.

vacuum cleaner The secretary was instructed to arrange for a contract for cleaning the library by vacuum cleaner for a term of 3 or 5 years in terms of the Treasurer's letter

Stefferson h. 10. 16

Minutes of meeting of the General Committee held on Friday Oct 6 1916

Present D. Lewis (in the chair) Miss Mastus, Martin Callaway Knight Wigg Cooke Kernot Shaw D. Keunson

Apologies apologies were received from Mr Rennie & D. Keunson
minutes the minutes of meeting of Sep 1 were read & confirmed

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

Hall Kuper wages	8.00
attendant 7/1. library assist 7/1. Mr Brown 15/1.	
Mr Walsh charwomen 1/15/1.	
Drumville Co repairs	12.10.
Metrop Gas Co Gas	9.10.9
City of Melb Elect light	4.12.8
Land Tax	180.12.
7 J. Mills newspapers	1.13.7
Gordon & Loten "	10.9
Arushong & Hume	6.4.6
Sundry Goods	2.8.6
Salaries Secretary 20/10/18 Librarian 10/1.	36.16.8

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

The library report was adopted on the motion of Miss Martin & Mastus

W. Stefferson h. 10. 16

Minutes of meeting of general committee held on Friday Nov 3 1916.

Present

Dr Lewis (in the chair) Messrs Martin Keruot Cooke Shew & Don Knight Dr Rindu & Kemison

apologies were received from Mr E. Carlile
Messrs Topp Callaway & Rennie
The minutes of meeting of Oct 6 were read & confirmed

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

Haukipu wages	8.00
attendant	7.00
library assist	2.00
Mr Brown	15
Melropolitan Gas	15.17.4
Mel Fire Brigade	5.5
Richardson Kirito Insurance	19.0.3
E. Alan Books	8.4.9
Newspapers Sundries	1.19.6
Goods	1.15.6
Mr Brown repairs	2.12.0
Salaries Secular 27/10/8 Librarian 1/4	36.16.8
Petty cash	5
	<u>118.6.9</u>

The report was adopted on the motion of Messrs Keruot & Cooke

It was decided to allow Miss Brown a reduction of 25% in her rent of the art gallery that being the amount of reduction she was giving to the library

It was decided to give all waste paper to the lady masons depot
The library report was adopted and

the acting Librarian was granted three weeks his annual leave

Carlile
1 Dec 1916

Minutes of meeting of the General Committee held on Friday Dec 1. 1916

Present

Sir Edward Carlile (in the chair) Messrs Topp, Martin, Callaway, Messrs Knight, Rennie, Cooke, Shew, Dr Kemison & Rindu

apologies
minutes
Finance

an apology was received from Dr Lewis
The minutes of meeting of Nov 3 were read & confirmed
The Finance Committee reported having audited the accounts for November & had found them correct. They recommended payment of the following accounts viz

Haukipu 5 wks wages	10.00
attendant	8.15
library assistant	2.10
Mr Brown	15
Melropolitan Gas	22.0.0
Mel city council Gas	1.16.6
Melropolitan Fire Brigade Electric Light	3.12.3
Melropolitan Fire Brigade Premium	1.10.0
Melville & Muller Books 17/57 6/10/17	81.15.7
Geo Robertson Books	22.3.3
T. J. Kelly Newspapers	1.13.4
Stubbard & Co Printing	4.0.0
Melville & Muller adm. 1/13	1.0.0
Goods Chamberlain 1/6 adole 10/13	2.14.6
Perpetual Exors to Interest	315.0.0
Salaries Secular 27/10/8 Librarian 27/11	40.16.8
	<u>498.2.1</u>

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

It was decided to let the 5th Brigade Comforts Committee have the large Hall for Dec 12 Jan 3.3.0 & to give Mr Johnstones lease of the music room for 12 mos at £20.