

It was decided that the next meeting of the committee should be on January 12. Mr Rennie on behalf of the members expressed their gratification at seeing the President in the Chair again & wished him the compliments of the season.

Library

The library committee reported having selected books & their action was approved.

Attest  
12/11/17

Minutes of meeting of the General Committee had on Friday January 12 1917.

Present

Dr A Lewis (Chair) Messrs Topp, Callaway, Mastis, Dillon, Kerst, Wigg Knight, Rennie, Shew, & Dr Kenison.

apologies

apologies were received from Dr Rinder, W. Locke & Sir Edward Castle.

minutes

The minutes of meeting of Dec 1. were read & confirmed.

Finance

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

Salaries Secretary 29/10/18	Librarian 7/18	38.3.11
Mrs Hall Keeper 7/11	Atendants 7/11	20.0.0
Mrs Brown 15/11	Miss Walsh 7/11	17.12.7
Methop Gas Co	Gas	3.1.9
Methop City Council	Elect right	5.17.3
atkinson repairs		6.5.6
lights & boxes		6.7.0
arrushong agency	Papers	1.18.10
J J Mitty	"	3.9.6
Goods Lucas 13/11	colme 11/11	1.1.6
Paton & Sons	Sanctus	1.2
Methop Fire Brigade		3.
Reddy Cash		5.
		<hr/> 111.12.9

The report was adopted on the motion of Messrs Mastis & Callaway. The Finance Committee also presented a draft balance sheet which having been planned by the Treasurer was sent on for audit on the motion of Messrs Rennie & Callaway. The draft report of the annual report was submitted & it was referred to Dr Kerst & Mr Callaway for revision.

Report

Library

The report of the library committee was approved on the motion of Messrs Topp & Mastis.

Attest  
12/11/17



Minutes of the Seventy-seventh annual general meeting held in the library on Wednesday Jan 31 1917 at 8 p.m

Present  
 Dr. Heves (in the chair) Messrs Cooke & Lush (Trustees) Cooke, Masters; Topp Shew Knight & Kennison & Rinder (Committee) Rennie (Treasurer) and ten other members

apologies  
 apologies were received from Sir Edward Carlile, Wm Callaway, Dillon & Wigg

Notice  
 The notice & advertisement of the meeting were read

Minutes  
 The minutes of the meeting of 1916 were read & confirmed on the motion of Messrs Knight & Rinder

annual report  
 The annual report & balance sheet having been taken as read the Chairman after regretting the illness & absence of Sir Ed Carlile moved the adoption the motion was seconded by Mr Rennie & carried unanimously

REPORT OF THE COMMITTEE

MELBOURNE ATHENÆUM

FOR THE YEAR 1916.

To be submitted to the Members at the General Meeting, Wednesday, 31st January, 1917, at 8 p.m.

THE Committee of the Melbourne Athenæum submit their report of the transactions of the year 1916, which is the seventy-seventh since the founding of the Institution.

The gross receipts for the year amount to £2,478 4s. 4d. The gross expenditure amounts to £2,718 16s. 3d., but of this sum, £28 was spent in improvements, and £150 10s. represents arrears of taxes. The war is responsible for the falling off in the revenue of the Large Hall, which shows a decrease of £161 4s. 6d. It is gratifying, however, to find that the receipts from the Upper Hall show an increase of £104 17s. 6d., mainly due to the revival of art exhibi-

tions. During the year Messrs. E. P. Fox, Edward Officer, G. Newbury, G. Daucey, F. McCubbin, Miss Cumbræ Stewart, Miss Irvine, the Australian Art Association, and the executors of the late Walter Withers and of the late John Mather held exhibitions in the Gallery.

On several occasions your Committee made substantial concessions and reductions to individuals and organisations holding entertainments on behalf of the patriotic funds. At the request of the organiser of the Lady Mayoress' Patriotic League Newspaper Depot, your Committee undertook to hand over free of cost all the waste paper, to be sold for the benefit of the League.

There has again been a gratifying increase in the Members' roll and consequently in the amount received from subscriptions. The amount received from this source is £572 0s. 6d., an increase of £31 8s. 6d. over the previous year, and the highest recorded since 1902. There are now 609 members on the roll, of whom 11 are life members. The number of new members enrolled during the year is 102. Your Committee have increased the supply of magazines and books, with satisfactory results.

The number of volumes added to the Library during the year was 625. The total number of works issued to subscribers was 15,091 and 10,415 magazines.

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

CLASSIFICATION.	1913.	1914.	1915.	1916.
Agriculture, Commerce, and Statistics	2	1	3	—
Mechanics, Mathematical Sciences, Architecture, Engineering, and Useful Arts	4	—	—	—
Biography, Speeches, and Correspondence	744	930	504	309
Classics and Philology	5	5	20	10
Fine Arts	—	—	13	5
Geography, Voyages, Travels, and Descriptive Works	938	990	514	478
History and Historical Memoirs	206	200	288	326
Jurisprudence and Legislation	—	—	—	1
Medical Science and Chemistry	—	—	—	—
Miscellaneous and Collected Works	440	600	260	329
Natural History and Botany	21	40	46	20
Works of Fiction	10,460	11,240	12,506	13,390
Music	—	5	—	—
Periodical Literature	43	32	22	14
Philosophy and General Science	70	114	68	6
Poetry and the Drama	92	180	174	147
Politics	16	12	8	—
Religious & Ecclesiastical Works	5	16	36	20
Juvenile Works	20	8	20	6
	13,066	14,373	14,482	15,091

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. Langton, 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, & Fawcener.
- The New Zealand Official Year Book, by the Government of New Zealand.
- The Theosophist, by the Theosophical Society.
- The Church of England Messenger, by the Diocese of Melbourne.
- 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 current year may be taken as an indication that the value of the Institution is becoming better known. 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 in the Committee at the close of the Annual Meeting (which the members are earnestly requested to attend), to be held on Wednesday, 31st January, 1917.

EDWARD CARLILE, *President.*  
 R. W. E. WILMOT, *Secretary.*

THE TREASURER IN ACCOUNT CURRENT WITH THE MELBOURNE ATHENÆUM.

For the Year ended 31st December, 1916.

To Balance in Bank	£7 18 1	By Interest on Mortgage	£630 10 2
Subscriptions	572 0 6	Salaries and Wages	701 16 6
Rent of Large Hall	513 14 0	Books, Magazines, and Newspapers	377 19 10
Small Hall	491 11 6	Gas and Electric Light	235 2 8
Front Shops	668 1 0	Repairs, Goods, and Sundries	152 14 6
Rooms	213 1 0	Rates (including arrears)	438 15 10
Sales	19 16 4	Insurance	95 7 3
Bank Overdraft	232 13 10	Binding	3 15 6
	2,478 4 4	Postage, Stationery and Petty Cash	25 0 0
		Printing and Advertising	24 17 0
		Auditors	4 4 0
		Improvements	78 13 0
	£2,718 16 3		

Audited and found correct,

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

MELBOURNE, 26th January, 1917

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, Sir EDWARD CARLILE .. .. . attended 3  
 The Vice-President, Dr. A. LEWERS .. .. . " 7  
 The Treasurer, Mr. CHARLES RENNIE .. .. . " 5  
 Trustee, Mr. W. A. CALLAWAY .. .. . " 10

COMMITTEE (12 Meetings):

Mr. Martin .. .. . attended 8  
 Mr. Downward .. .. . " 1  
 Mr. Cooke .. .. . " 8  
 Dr. Kennison .. .. . " 10  
 Mr. Knight .. .. . " 10  
 Mr. Dillon .. .. . " 6

Mr. Shew .. .. . attended 10  
 Mr. Topp .. .. . " 8  
 Mr. Kernot .. .. . " 10  
 Mr. Masters .. .. . " 9  
 Mr. Wigg .. .. . " 8  
 Dr. Rinder .. .. . " 6

FINANCE COMMITTEE (12 Meetings):

Mr. Rennie (Chairman) attended 7  
 Mr. Callaway .. .. . " 12  
 Mr. Masters .. .. . " 9

Mr. Shew .. .. . attended 12  
 Mr. Knight .. .. . " 9

LIBRARY COMMITTEE (12 Meetings):

Mr. Martin .. .. . attended 8  
 Mr. Callaway .. .. . " 10  
 Mr. Masters .. .. . " 9  
 Dr. Lewers .. .. . " 7

Mr. Topp (Chairman) .. .. . attended 8  
 Sir E. Carlile .. .. . " 3  
 Dr. Rinder .. .. . " 6

The President, Vice-President, Treasurer, and the following members of Committee, who are eligible for re-election, retire from office, viz., Messrs. Downward, Cooke, Dillon, Shew, Kernot, Knight and Dr. Kennison.

The Committee desire once more to impress on members the importance of adding to their numbers to promote the main object of the Institution. The privileges provided are so full a return for the outlay that there need be no hesitation in enlisting new subscribers, and the increase of

APPROXIMATE STATEMENT OF ASSETS AND LIABILITIES.

Loan under Mortgage (Rate 4 1/2 per cent., due July 1, 1921)	£14,000 0 0	Estimated value of the real Property of the Institution	£55,000 0 0
Bank Overdraft	232 13 10	Value of Library	1,500 0 0
Balance	23,018 6 2	Furniture	750 0 0
	£37,250 0 0		£37,250 0 0



Messrs John Bishop & L. N. Rainey were selected auditors on the motion of Messrs Shew & Masters

Vote of thanks

a vote of thanks proposed by Mr Marks & seconded by Mr Luen was accorded to the retiring office bearers & the officers of the institution for whom Dr Lewis & Mr Masters returned thanks.

The elections resulted in the unopposed return of

- Dr Lewis President
- Mr & Mrs Shew vice President
- Mr Charles Rennie Treasurer
- Messrs Downward, Cooke, Dillon, Kirnott Knight Dr Keenison & Mr J. O. Thomson as members of committee.

Alexander  
30.1.18.

Minutes of meeting of the General Committee held on Friday, February 2 1917

Present

Dr Lewis (in the chair) Messrs Topp, Masters, Martin Thomson, Kirnott, Dillon, Knight, Cooke, Rennie Shew, Dr Keenison & Rinder

apologies

apologies were received from Sir Edward Carlisle Messrs Callaway & Willif

minutes

The minutes of 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

Hall Keeper wages to 24.2.17	8.0.0
allowance " "	7.0.0
library assistant " "	2.0.0
Mr Brown washing " "	15
Mr Walsh charwoman " "	2.10.0
City of York electric light	2.2.8
Mechop. Gas Co Gas	6.12.1
George Robertson Books	2.8.11
7 J Mills Newspapers	3.6.0
Salaries Secretary 2/16/8 Librarian 7/6/8	38.3.4
Increase wages library assistant (2 months)	2.0.0
making a total of	<del>74.18.0</del>

The Committee also recommended that the wages of the library assistant be increased to 15/- a week as from Jan 1. 1917. The report was adopted on the motion of Messrs Rennie & Masters

Committees

The following committees were appointed  
Finance Messrs Rennie, Callaway, Masters Knight Shew & the President  
Library Messrs Topp, Martin, Masters, Callaway, Kirnott & the President  
House Messrs Martin, Cooke, Thomson Dr Keenison & the President.

Library

The report of the Library Committee was adopted on the motion of Messrs Topp & Martin.

Alexander 13/11

Present

Minutes of meeting of the General Committee held on March 2 1917  
Dr Hewes (Chair) Messrs Topp, Martin, Callaway, Keruot, Cooke, Thomson, Dillon, Shew  
Dr Rinder & Kinnison

apologies  
Minutes

an apology was received from Mr Reume.  
The minutes of meeting of Feb 2 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.

Hallkeeper 10/1 attendance 8/10 of library assets 1/13 Brown 15/	23.5.0
Meliospotaun Gas Co Gas	15.18.9
City of Melb Electric Light	1.17.9
E. A. Parr Books	11.16.6
W. Detmold Binding	1.4
Newspapers 1/11. Lunch 1/1. Bunday 1/1. Pollard 1/1.	2.18.6
Mr Brown Repairs	2.5.6
Kempson "	13.13.6
Stewart & Co Printing	9.0.0
Sands & McDougall	2.1
L. N. Ramsey 7/1. J. Bishop 7/1. auditors	4.4.0
Telephone share of rent & calls	2.6.4
Salaries Secretary 7/10/8 Librarian 7/10/8	58.3.4
Petty Cash	5
	<hr/>
	£133.14.2

The report was adopted on the motion of Messrs Keruot & Martin  
See request of the Second Brigade Comforts Committee for the use of upper part for 10/6

New Books

was approved on the motion of Mrs Topp & Dr Rinder.  
It was decided on the motion of the President that the time allowed for the holding of new works of fiction be reduced to six weeks & the Librarian was authorized to get more than one copy of a new book when there was a special demand.

Holiday

The Secretary was granted leave of absence on annual holiday from March 10 to 31. Mr Cooper to be acting Secretary in his absence.

It was decided to hold the next meeting on April 13.

Alexander 13/11

Present

Minutes of meeting of the General Committee held on Friday 13<sup>th</sup> April 1917.

apologies

Dr Hewes (Chair) Messrs Keruot, Callaway, Martin, Wigg, Cooke, Dr Rinder & Kinnison  
apologies were received from Messrs Reume, Topp & Shew

Minutes

The minutes of meeting of March 2 were read & confirmed

Subscribers

The President referred to the loss the late President Sir Edward Carlile & that Carlile had sustained in the loss of their son Lt Keith Carlile. It was decided on the motion of Messrs Martin & Callaway that a letter of sympathy be written to Sir Edward Carlile conveying the condolences of the Committee. The letter to be drafted by Mr Martin & the Secretary.

Finance

The Finance Committee reported having



leave  
Gas

Mr Masters was granted leave of absence for three months. The President drew attention to what he thought was an escape of gas. The secretary was instructed to have the matter looked up to & to arrange a meeting with the President & the manager of the Filling Producers of the Gas Co.

M. H. Cross  
5.17

Minutes of meeting of the General Committee held on Friday, May 4, 1917.

Present - D. Henry (Chair), Miss Knight, Callaway, Martin, Topp, Shaw, Knight, Wigg, Cooke, Dr. Rinder, & Kemmison & Sir Edward Carlike

apology - an apology was received from Mr. Revell  
minutes - The minutes of meeting of April 13 were read & confirmed.

accounts - The Finance Committee reported having audited the accounts for April & had found them correct. They recommended payment of the following -  
Hall Keeper 2/11, attendant 7/11, lib. assist 7/11 14-8-0  
Mist Brown 1/1, Rosen 13/1 18-19-1  
Metropolitan Gas Co Gas 1-15-8  
City Council street light 71-5-0  
City Council Rates 1-1-0  
Sundries Hire of Hall 1-18-11  
Newspapers City 1/2, Reading 2/9, Telegraph 1-11-0  
Books Geo Robertson 1-8-6  
Goods Chambers & Sequin 1/6, alcohol 1/6, Lucas 1/6 38-3-4  
Salaries Secretary 27/1678 Librarian 17/48 5-  
Petty Cash

total £160. 10.6

The report was adopted on the motion of Miss Knight & Martin. The President referred to the complaints made about escapes of gas & suggested that this might be remedied by the installation of electric

audited the accounts for March & had found them correct. They recommended payment of the following accounts  
Hall Keeper wages 8.00  
attendant 7  
Library assistant 3.00  
Mr Brown 17. Mr Johnson 17. 1.7.  
Metrop Gas Co Gas 14.13.5  
Metrop City Council 4.15.4  
Metrop Fire Brigade 6.7.6  
Metrop & Met Board of works 63.15.8  
Geo Robertson Books 9.19.7  
Arnold & Jackson London & Soc<sup>16</sup> Res<sup>11</sup>. 1.13.6  
Gordon & Otter 9.3.6  
Newspapers sundries 4.2.6  
Crown Bros repairs 6.3.9  
advertising 4.1.0  
Goods sundries 3.16.6  
Salaries Secretary 27/1678 Librarian 17/48 38.3.4  
186.3.7

The Report was adopted on the motion of Dr Rinder & Mr Masters

Church

It was decided that the request of the First Church of Christ Scientist that the advertising signs be removed or sundries be supplied with as far as possible & that the secretary be instructed to meet the wishes of the Church as far as practicable

Light Horse Brigade

The Light Horse Brigade <sup>Committee</sup> asked that they be allowed to have a stall for the sale of goods for their fund in the entrance hall on one day a week for a month or two. It was decided that the request be granted & that the stall be allowed on any occasion that it did not interfere with business. The continuance to be at the discretion of the President. The books selected were approved

Library

light in the front entrance reading room & library  
The matter was referred to the House Committee for  
report.

sign

Mr Kerriot referred to the fact that the Board  
with particulars of the destruction at the front  
door required renovation. The secretary was  
instructed to have the work done.

Library Committee

The library committee reported having selected  
the books & had decided to increase the  
number of magazines.

Revisiting

The secretary was granted permission  
to use the office as an enrolment depot for  
the Public Schools Unit of which he had been  
appointed organizer. Such use of the office not  
to interfere with the business of the Institution

Alfred  
6.17

Minutes of meeting of the General  
Committee held on Sunday June 1.

Present

Mr Kerriot (Chair), Miss Harrison  
Reinic, Miss Cooke, Dillon Knight  
Popp, Kerriot, Callaway & D. K. ...

appt  
minutes

apology was received from D. K. ...  
minutes of meeting of May 4 were  
read & approved

Finance

The finance committee recommended  
the use of main hall to the Trust  
Committee for of charge. The  
recommendation was approved  
The committee reported having  
credited the books for may had  
found themselves. They recommended  
permission for the following accounts

VVB

Wages of all kept	10.0.0
attendance	8.15
deputy assistant	3.15
Mr Brown	15
met Gasco	4.1.4
Electric light	2.11.10
met Sir H. ...	4.17.6
delivered to	2.12.9
recovered to	7.1.6
Shaw ...	9.0.0
Arms ...	6.7.
W. P. Davis ...	16.9.6
Repairs	4.8.6
Goods	2.4.0
Salaries etc 20/10/78 Libran 17/6/8	38.2.4
Interest	315.00
	£ 436.2.0

House  
Committee

The report was approved.  
The House Committee reported  
having gone into the question of  
the electric light but this was  
prohibitive. The matter was  
referred for six months.  
Mr Harrison gave a notice  
that at the next meeting he would  
move for the appointment of a  
Sub-committee to consider into  
methods of making the library  
more attractive.

Library

Alfred  
6.7.17



Minutes of meeting of the General Committee held on Friday July 6 1917

Present D Lewis (Chair) Miss Topp, Martin, Keruot, Wigg, Thomson, Cooke, Dillon, Sherr Callaway, Knight D. Kemison & D. Riuder

an apology was received from Mr. Keruot the minutes of June 1. meeting were read & approved

The Finance Committee reported having audited the accounts for June & had found them correct they recommended payment of the following a/c's

Hall Keeper wages to 28-7-17.	8.00
attend - "	7.00
Library assistant	3.0.0
W-S Brown washing etc	1.15
Edna Lator	1.15
Metropolitan Gas Co	31.7.8
Gas short drawn	10.0
City Council Elect right	3.6.10
Met Fire Brigade	5.5.0
Land Tax	30.2.0
E. A Parr Books	3.16.9
George Robertson	8.5.8
Lyndon & Golen	9.3.6
Sundry newspapers	4.13.1
Goods	3.2.3
Olsson repairs	3.14
Repairs	1.16
Salaries secular 27/6/8 Librarian	38.3.4
Total £164.5-6	

The report was adopted on the motion of Miss Martin & Keruot.

Library The report of the Library Committee was received on the motion of Miss Topp & Martin

Sub Com Mr. Thompson moved & Mr. Cooke seconded that a sub committee be appointed to enquire into report on methods of improving the

condition of + interest in the Institution such committee to be the more secondary, Miss Wigg Keruot President Carried

Alexander 3.8.17

Minutes of meeting of the General Committee held on Friday August 3 1917.

Present D Lewis (Chair) Miss Callaway, Keruot, Martin Thomson, Wigg, Kemison & Riuder, Dillon Cooke, Knight Sherr

Minutes The minutes of meeting of July 6 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.

Hall Keeper 17/1. attend 8/17 wages 11/15 Mr. Parr	44.10.0
Metrop Gas Co Gas	18.17.7
City Council Elect right	4.17.1
City Council Rates	55.8.4
Newspapers & Erlong a 1/49 barrow 1/6 1/4 1/4 1/4	4.16.7
Whitehead & Co magazines etc	65.0.0
Delmord & Co printing	2.8.
Goods Chambers 1/1 Lucas 1/6 adme 1/6	1.17.0
Sundries Fisher 1/5. Bailey 1/1	1.17.0
Salaries secular 27/6/8 Librarian 17/6/8	38.3.4
Total 217.14.11	

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

D. Riuder The application of D. Riuder for leave of absence for 3 meetings not necessarily in sequence was granted on the motion of Mr. Martin & Mr. Callaway

Library The report of the Library & sub committee was received & considered in detail

- Mr Thomson explained its tenor
- 1 Mr Thomson moved Mr Callaway seconded that the principle involved be approved carried
  - 2 Mr Cook moved Mr Kernot seconded that "The sub-committee be authorized to get the work proposed and to spend up to £10 altogether but to consider the appointment of the Librarian Mr Parr carried
  - 3 Mr Callaway moved Mr Knight seconded the adoption of clause 3 of the report with the addition of "the words under the supervision of the Library Committee" after the words gradually, this clause was held over.
  - 4 It was decided that the sub-committee proceed with the work at once & that the Chairman of the Library Committee be appointed to act with the sub-committee

*Handwritten signature*  
7.9.17

MELBOURNE ATHENAEUM

Report of Sub-Committee.

The Sub-Committee appointed to enquire into the question of improving the condition of the Institution and making it more attractive has held two meetings.

A suggestion was made that by selling some of the older books which are never asked for, funds might be obtained to renovate the Library.

In order to arrive at what might be done, Mr. E. A. Parr, the leading second-hand bookseller of Melbourne, was asked for a report at a cost of £2.2.0. The report has been obtained and Mr. Parr considers that from the catalogue "there are roughly 2,800 books in general subjects and 500 fiction and juvenile literature which might be withdrawn without detriment to the Library". He estimates the selling value of these books at "£113 sold separately, if sold in bulk they should fetch £75". From these amounts would have to be deducted the cost of sale.

The Committee has had the advantage of the opinion of Mr. E. La Touche Armstrong, Public Librarian, that the policy suggested is a wise one, and he has offered to give the Committee any advice or assistance in his power.

The Committee therefore recommends :-

1. That the principle suggested should be approved.
2. That Mr. Parr be engaged to go further into the matter and to make a more detailed and particular report.
3. That the sale of these books be effected gradually, and the proceeds set apart in a Special Fund for Library improvement.
4. That the Library be closed for a fortnight at Christmas for cleaning, classification, and re-arrangement.

The Committee consider that during the time the Library is closed the work could be carried on in another room without any great dislocation of business. They urge serious consideration of this proposition and propose that if it be approved to by the next meeting of the General Committee produce a detailed scheme of the whole plan.

lib



Minutes of meeting of the General Committee held on Tuesday Sept 7. 1917.

Present The President (Chair) Messrs. Martin, Topp, Kerriot, Callaway, Wigg, Reunie, Shaw, Knight, Thomson, Locke, Lush, & Edward Cailite, Dr. Kinder, & Kimmison.

appt Mr. Martin appointed for absence

Minutes The minutes of meeting of August 3 were read & approved

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

Wages Hall Keeper to 29.9.17.	8.0.0
allowance	7.
Library assistant	3
Mr. Brown	1.15.0
Metrop Gas & Gas	18.5.10
Metrop City Council Electric Light	3.3.7
Metrop Fire Brigade	10.2.6
M. S. H. & T. Shop B <sup>o</sup> of work	63.15.8
Melville & Muller Books 48/8 Pagers <sup>9/1/13</sup>	104.17.11
E. A. Parr Books 4/6/ Sundries 2/1.	6.8
Richardson Kerr No Insurance	26.7.0
Howard Smith Goods	3.6.8
Goods Chamber "Luce" 1/10 collection 1/10	2.1.6
F. J. Mells newspapers	1.15.0
Salaries & clerks 27/6/8 Hebrew 17/6/8	35.3.4
	£ 353. 0.0

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

The Committee The Library subcommittee reported that they had approved of a report from the acting Librarian and recommended its adoption. They also recommended that in view of the fact that Mr. Reunby the Librarian was to return to duty on Oct 1. that Mr. Cooper be engaged to carry out the work or reorganization of the library. Mr. Cooper estimated it would

take him 8 weeks at a remuneration of £1 a week it would involve an expenditure of £32. The Finance Committee had approved of the expenditure after a long discussion it was decided to approve generally of the sub-committee report & on the motion of Messrs Thomson & Opp that Mr Cooper be engaged to do the work for a fee of £32.

2 on the motion of Messrs Rennie & Huch that the disposal of any books be left in the hands of the special committee <sup>with power</sup> to act in conjunction with the library committee

3 on the motion of Messrs Rennie & Huch "It was decided to refer the question of shelving alterations to the special committee & the library committee to bring forward a complete scheme showing the removal of the lost & probable result of the sale of books shelving &c."

The report of the acting librarian is appended. The secretary reported that the librarian Mr Kempster had returned from the war & was prepared to resume duty on Oct 1. It was decided to approve of this course

Librarian

Mr 50 17

W. Cooper  
 W. Cooper  
 (acting)

The Melbourne Athenaeum,  
 188 Collins Street,  
 Melbourne.

REPORT of Acting Librarian to be considered at meeting of the General Committee on Friday, September 7th, 1917.

To the Chairman,  
 of the Sub-Committee of the Library,  
 Melbourne Athenaeum.

Sir,

In accordance with instructions from the Sub-Committee considering the proposal to bring the Library up to the standard of modern circulating libraries I have the honor to submit for your consideration my views and conclusions.

The first impression of an intelligent stranger entering the Library must be that the place is ponderous, somewhat dingy, lacking in light, coupled with a sense of age, dust and must.

The principal reason for such an impression is to be found in the structural form of the Library. The centre piece of shelving outrages in its position a canon of art by dividing a picture in the middle. This chamber is a good room spoilt by this extraordinary graft on to the floor of its fair proportions. So much against the library as it stands to-day from the point of pleasing the visitor with first impressions.

The utilitarian use of the structure, in its upper stories is bad. They are the last harbour for old books and discarded magazines that literally lie mouldering away, year after year, to their "dusty deaths." They are never called for, never thought of, none so hard up for reading as to do them reverence. The kindest thing that could happen to them, having served their day, is a quick and happy dispatch to the paper mill. This is a passive wrong perpetuated by the structure, but in an active sense the structure blocks and splits the light-rays from the two windows; it interferes with the free circulation of air, an entrance of pure air being most necessary for a library, above all others for a city library, where books take up, so freely, dust and dampness.

Given the conditions of old books and out of date magazines I have described, is it any wonder that the Library, when first opened in the morning, offends the sense of smell, and that pockets of foul air lurk behind the east side of the centrepiece? Beyond this the island book-shelf protects the book thief from detection. In my opinion -

The most important step to make the Library a success (what the Athenaeum Library with its many advantages could and should be made) is the removal of the obstruction of shelves in the centre of the Library. Having this out of the way a fair room would be revealed. I would have suitable stands for books in daily demand, and the lower portion of the structure could be utilised to that end.

The Library as originally planned had artistic features that are lost to the eye unless they are sought. The original book-shelves are very handsome, chaste in design, solid, intended to be pleasing as a whole when kept in proper polished order setting off rows of well ordered books. The shelves are crowned with a heavy cornice that the designer evidently intended should give the last artistic touch to the spacious chamber. His efforts have been rendered nugatory by the



addition of shelves above the cornice in which old tattered books and obsolete magazines are lying in dust and neglect, perhaps compassionately placed beyond the reach of subscribers who, however, do not manifest any desire to see or to handle these grubby tomes.

This top hamper should be taken away because it is a desecration that should never have been allowed to destroy the artistic intentions of the designer. His scheme of furnishing the Library one feels sure was not arrived at without anxious thought and it is a thousand pities it was ever interfered with. Light should be radiated from above the cornice, gloom hits the eye instead.

The policy of the first directors of the Library was evidently to keep every book, many magazines and papers. To find space to carry out that policy led them into doing things that have brought the Library into the present congested state. Whatever justification may have existed in the past for the Melbourne Mechanics Institute to pursue such a policy it is, where a circulating library is concerned not a progressive policy for to-day. A circulating library not only includes the circulation of books to subscribers; but is it not also essential that books of transient interest should pass through the Library, and be sold when they have served their fleeting purpose? In that way is a library kept up to date, at full strength as regards the space on the shelves, but never congested, and I must add the great bulk of such books are alive, being called for by readers, and a circulating library with live books becomes a prosperous one.

In the same way as the Library, but in a lesser degree, the Reading Room (in my opinion) is on the antique side with its heavy stands for newspapers. They should be removed, and an excellent suggestion made to me carried out viz., to assemble the country newspapers on light newspaper stands in the form of a square, in the waste portion of the room, as it is entered by the swing doors. This alteration would permit of another table in the room, and I hope, avoid the untidy congestion of papers that daily takes place on the one table.

Savings may be effected in the newspaper room without interfering with its usefulness, but that aspect of the Library reformation, retrenchment and expansion, may well form the subject of another report.

I am proceeding with the work of thinning out the books. I am finding some books more rare and curious, than valuable, yet there is a fair sprinkling of early Australian books that will bring their prices; books that are out of place in a circulating library. On the whole subject of the books, and the selection of books for this Library I purpose, with your permission, to make a comprehensive report when I have completed the work of weeding out the books. In the meanwhile the Sub-Committee may see in the biographical and historical sections something of the shelf appearance I think the Library should have on all sides when the Library room is restored to its original appearance by the removal of the centre structure of ugliness as respectfully suggested by me.

I may add that one Saturday afternoon I had a visit from Mr. Armstrong, the Chief of the Melbourne Library, Mr. Purnell Chief of the Adelaide Library and Mr. George Bell of the Historical Society to have a look at the work I am doing. They were greatly interested in the old books, and Mr. Armstrong and Mr. Purnell expressed a wish to have the first choice of the books for sale. Mr. Armstrong looked at the class of books I was eliminating and expressed his concurrence.

I have the honor to be,

Sir,  
Yours obediently,

JOHN B. COOPER.  
Acting Librarian.

August, 30th, 1917.

Minutes of meeting of the General Committee held on Nov 2. 1917

Present Dr Lewis (Chair) Messrs Topp, Martin, Callaway, Kerol, Thomson, Dutton, Cooke, Shaw ~~and~~ ~~and~~ and Knight

apology was received from Mr ~~Robert~~ Reine & Dr Ruder

Minutes The minutes of meeting of Oct 5 are read & confirmed.

Finance The Finance Committee reported having audited the books for Oct & had found them correct. They recommended payment of the following a/c

Hall Keeper wages	10.0.0
Attendant	8.15
Library Assistant	3.15
Mr Brown	2.0.0
Scholarships	4.19.6
Melbop Gas	14.8.9
City of Melb Street light	1.9.9
Melbop Fire Brigade	2.12.6
Richardson Mess to Dismanee	19.0.3
Melrich & Muller Books	3.12.3
Aust Mining Standard	3.18
2 J. M. Kelly newspapers	1.12.5
Mackay to 76 Pence "by Post" & East "by Postland"	4.5.3
Mr Brown repairs	3.11.6
Newspaper to	2.2.6
Viet Artists Soc	1.0.0
Stewart to Printing	5.0.0
Salaries Secretary 29/1/18 Librarian 7/1/18	38.3.4
" J. Blooper	16.
	£146.6.0

The report was adopted on the motion of Messrs Knight & Callaway. The library committee reported that it had decided to make a special

arrangement with E. A. Parr which would tend to improve the supply of books promptly & had also decided to issue a book mark with an advertisement. The cost to be defrayed by the institution.

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

Alex Lewis

Minutes of meeting of the General Committee held on Dec 7. 1917

Present Dr Lewis, Messrs Martin, Callaway, Martin, Thomson, Dutton, Knight, Lush, Nigg, Cooke, Reine & Dr Kerinson

apologies apologies were received from Messrs Topp & Dr Ruder

Minutes The minutes of meeting of Nov 2 were read & confirmed

Mr E. Carlile The President reported formally the death of Sir Edward Carlile & expressed the regret of the members saying that the Institution had lost one it could ill afford to lose

It was decided

"The general committee of the Melbourne Athenaeum receive with deep regret the death of its ex-President Sir Edward Carlile and express its deep sympathy with Lady Carlile & her family on the great loss they have sustained"

The Secretary was instructed to convey a copy of this resolution to Lady Carlile. The Finance Committee reported having audited the accounts for November & had found them correct. They recommended payment of the following accounts

Finance



Hallkeeper wages	8.00
allendant	7
library assistant	3
Mr Brown	1. 15
Mr Hummer	3. 15. 7
Extra wages to Hall staff	10
Electric light	2. 4. 7
Meltop Gas (to Gas	16. 18. 1
Meltop Fire Brigade	2. 5
Richardson Kerr	12. 4
E.A. Parr Books	5. 0. 9
Melnie & Gutter magazines	84. 19. 2
H. Henry Broadsheet	1. 10
F. Miller Newspapers	1. 14. 6
Mr Brown	3. 9
Goods	2. 19
Salaries Secular 20/18 Librarian 17/18	38. 3. 4
Perpetual loans Interest	315
Telephone	3. 7. 8
J.P. Cooper	16.
	<hr/>
	527. 14.

The report was adopted on the motion of Messrs Mackie & Callaway  
 Mr Thomson reported that the library reorganization committee had dealt with many of the books & had sold some rejects for £12.10.0 They had other sales in view amounting to £80 & plus £7.10.0 They recommended that Mr Cooper be retained for another year with a £4 a week. The report was adopted on the motion of Messrs Thomson & Dillon  
 It was decided to lose the library & use the smoking room during the alterations  
 It was decided to authorize the issue

Lib Sub Com

Cooper

of a circular inviting subscriptions to a historical to Mr Cooper. The circular to be prepared by the President & Secretary. The secretary asked for instructions regarding conscription & autoconscription matters. The President delayed what had occurred & it was decided not to let the Hall to either side.

*Handwritten signature and date:*  
 J.P. Cooper  
 11.1.18

Minutes of meeting of the General Committee held on Friday Jan 11. 1918  
 Present: Dr. Lewis (Chair), Messrs Topp, Mackie, Martin, Kerrot, Callaway, Messrs Thomson, Kempton, Cooke, Dillon, Knight, Megg, Revue, Shaw  
 Apology from Dr. Rinder

The minutes of meeting of Dec 7 were read & confirmed  
 The Finance Committee reported having audited the books for December & had found them correct. They also produced the draft statement of accounts which was explained by the Treasurer. The statement was ordered to be forwarded for audit. The Committee recommended payment of the following accounts:  
 Hallkeeper wages 11/10 allendant 7/6/8 library as 1-3/1  
 Mr Brown 1/5/7. Room 3/14 Costie 8/6. Kals 2/4  
 Gas Co 10/9/11 City Council 7/18/7 Stillwell 9/5  
 Kempton 19/2/6 City Council 14/8 Fire Brigade 4/2/6  
 See 20/10/18 Librarian 17/6/8 Pelt 7-  
 The report was adopted on the motion of Messrs Mackie & Callaway.  
 The précis of the various committees regarding improvements alterations