

Minutes of annual meeting held in the library on Wednesday January 30 1918 Dr Lewers in the chair Messrs Lush, Mearns, Callaway (Trustee) Martin, Thomson, Topp, Shew, Rennie, Martin & Rinder (members of committee) & fifteen members. The minutes of the meeting of Jan 31-1917 were read & confirmed. The annual report & statement of receipts & expenditure which were taken as read were adopted on the motion of the chairman & Mr Rennie. Mr Mearns moved & Mr Hyland seconded a vote of thanks to the office bearers. The President thanked members for their vote & was supported by Mr Martin Thomson & Dr Rinder.

Present

Minutes

Annual Report

Vote of Thanks

THE Committee of the Melbourne Athenæum submit their report of the transactions of the year 1917, which is the seventy-eighth since the founding of the Institution.

THE COMMITTEE.

The Committee records, with regret, the death of Sir Edward Carlile, K.C., K.C.B., a very old member of the Institution, who filled the Presidential Chair in 1916, and had been an active member of the Committee for many years.

There have been 12 meetings of the General Committee.

<i>The President</i> , DR. A. LEWERS	attended	11
<i>The Vice-President</i> , MR. E. SHEW	"	9
<i>The Treasurer</i> , MR. CHARLES RENNIE	"	5
<i>Trustee</i> , MR. GEO. LUSH	"	8
<i>Trustee</i> , MR. W. A. CALLAWAY	"	10

COMMITTEE (12 Meetings):

Mr. Martin	attended	8	Mr. Kernot	attended	11
Mr. Cooke	"	12	Mr. Masters*	"	6
Dr. Kennison	"	10	Mr. Wigg	"	8
Mr. Knight	"	9	Dr. Rinder	"	8
Mr. Dillon	"	9	Mr. Thomson	"	10
Mr. Topp	"	9			

FINANCE COMMITTEE (12 Meetings).

Mr. Rennie (Chairman)	attended	6	Mr. Shew	attended	9
Mr. Callaway	"	9	Mr. Knight	"	10
Mr. Masters	"	4			

LIBRARY COMMITTEE (13 Meetings):

Mr. Martin	attended	9	Mr. Topp	attended	10
Mr. Callaway	"	10	Dr. Rinder (Chairman)	"	8
Mr. Masters	"	7	Mr. Kernot	"	12
Dr. Lewers	"	12			

* Mr. Masters was granted leave of absence for three months.

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

FINANCIAL.

The gross receipts for the year amount to £2832 1s. 9d. and the gross expenditure to £2726 1s. 8d., the result being a profit of £106 0s. 1d. on the year's working. The increase of £353 17s. 5d. in the receipts was most gratifying under the abnormal conditions prevailing. The most satisfactory item in the receipts was the continued increase in subscriptions, the amount (£600 0s. 6d.) being the largest received from this source since 1900.

RE-ORGANISATION OF LIBRARY.

The Committee, during the year, appointed a Sub-Committee to enquire into the best means of re-organising and improving the Library and Reading Room, and making this branch of the Institution more attractive. The Sub-Committee, consisting of the President, Dr. A. W. Rinder, Messrs. E. H. Cooke, F. A. Kernot, J. O. Thomson and G. H. Wigg went very thoroughly into the matter, and a comprehensive scheme was adopted. The work has been completed, and has met with general commendation. The Library and Smoking Room have been re-decorated, and made more comfortable, and the Reading Room has been re-arranged. In the Library a great amount of literature of a past date has been disposed of, and the general re-arrangement of the shelving has resulted in providing a means of displaying the books which did not exist before, and of enabling members to realise the very many advantages the Library provides. Arrangements have also been made whereby the supply of books and magazines will be increased and expedited. The Committee looks forward with confidence to a large increase in the number of subscribers as a result of the work done, and urges members to bring the many facilities the Institution affords under the notice of their friends.

THE LIBRARY.

The Librarian, Staff-Sergeant W. H. Remfry, after two and a half years' service in the Australian Imperial Forces, returned to duty in October. Mr. J. B. Cooper, who had acted as Librarian during Sergeant Remfry's absence, had already commenced the work of re-organisation, and, in order that it might be completed, his services were retained until the end of the year. Mr. Cooper's work was so highly appreciated that on his retirement a presentation was made by the members, in the form of a wallet of notes, to mark their recognition of the manner in which he had carried out his duties.

A new departure has been the appointment of a lady assistant in the Library. There were over one hundred applicants for the position, and the Committee unanimously selected Miss Alice Cooper, a daughter of the late acting-Librarian.

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, & Fawcner.
- 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 proprietors of the principal metropolitan and provincial newspapers have also each contributed one copy of their journals.

The Victorian Railways Commissioners have kindly promised to present to the Institution a number of framed photographs of Victorian beauty spots. These will be hung in the Reading and Smoking Rooms.

ANNUAL MEETING.

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 in the Library at 8 p.m. on Wednesday, 30th January, 1918.

ALEX. LEWERS, *President.*
R. W. E. WILMOT, *Secretary.*

THE TREASURER IN ACCOUNT CURRENT WITH THE MELBOURNE ATHENÆUM.

For the Year ended 31st December, 1917.

Subscriptions	£600 0 6	By Balance	£232 18 10
Rent of Large Hall	1,048 13 10	Interest on Mortgage	£638 9 6
Small Hall	250 5 6	Salaries and Wages	813 18 1
Front Shops	677 0 0	Books, Magazines, and Newspapers	407 16 2
Rooms	204 2 0	Gas and Electric Light	248 3 0
Sales	51 19 11	Repairs, Goods, and Sundries	162 17 5
	2,832 1 9	Rates (including arrears)	284 6 8
Bank Overdraft	126 13 9	Insurance	95 19 7
	£2,958 15 6	Binding	10 10 9
		Postage, Stationery and Petty Cash	20 0 0
		Printing and Advertising	32 15 0
		Auditors	4 4 0
		Law Costs	7 1 6
			£2,726 1 8
			£2,958 15 6

Audited and found correct,

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

MELBOURNE, 25th January, 1918.

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	Bank Overdraft	126 13 9
Furniture	750 0 0	Balance	23,123 6 3
	£37,250 0 0		£37,250 0 0

Confirmed
C. J. Shew Chairman
29/1/19

Minutes of meeting of the General Committee held on Friday January 10 1919
 Present Messrs Shew (Chair) Topp, Martin, Mustus, Callaway, Cooke, Thomson, Knight, Dutton, Rennie, Dr. Maule, Rinder, Keminson & Lewis

Minutes The minutes of meeting of Dec 6 were read & confirmed

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

Hall Keeper wages to 25.1.19.	11.0.0
attendant " " "	8.0.0
Metropolitan Gas Co Gas	16.3
City Council street light	4.4.10
Sundries Metropolitan Fire Brigade	4.17.6
C. F. Pittard Improvement	76.16.6
Newspapers F. J. Mitty	3.19.6
Salaries Secretary 20/16/18 Librarian 17/16/18 Informer 9/1	43.3.4
Petty cash	5.
Total	<u>£ 173.4.8</u>

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

Balance Sheet The Treasurer (Mr Rennie) explained the details of the statement of receipts & expenditure and moved that it be approved & sent to the auditors for audit & that the annual report contain a paragraph explaining the special expenditure.

The motion was seconded by Mr Cooke & carried

Report The draft of the annual report was submitted & accepted with the exception that it was decided to omit the alludances of members of sub-committees. On the motion of Messrs Martin & Mustus the report was ordered to be printed.

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

W-Martin The President congratulated Mr Martin on the fact that all his sons had gone to the war that all had returned safe & sound & that two had gained the Military Cross.

W-Martin in thanking the President said that he was not only a very proud but a very happy father.

Confirmed Charles A. Goff
 7.2.19

Minutes of meeting of the General Committee held on Friday February 7

Present Miss Topp (Chair) Mustus, Kiruot, Cooke, Hugh Thomson, Shew, McNally, Callaway, Dr Maule
 Apologies were received from Dr Rinder & Mr Wigg. Martin & Rennie.

Mr McNally was welcomed by the President on taking his seat

Finance The Finance committee reported having audited the accounts for January & had found them correct. The Bank Balance was £ 525 - 4 - 4 Dr

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

The following accounts were recommended for payment.

Hall Keeper & wife wages	11.0.0
attendant " "	8.0.0
extra wages	3.10.0
Metropolitan Gas Co Gas	22.10.0
Metropolitan Fire Brigade	17.10.7
Richardson Keir Insurance	3.7.6
E. A. Parr Books	24.5.5
	2.11.8

Methodist Book Depot Books	12.6
Newspapers sundries	1. 11 0
Goods	2. 18. 0
J Zeebroom Goods	2. 7. 6
J Bishop auditors	2. 2 0
L Ramey "	2. 2 0
Petty Cash	5. 0. 0
Salaries secular ^{20/4/8} Librarian ^{17/4/8} Mrs Jopp ^{5/1}	43. 3. 4
Met. City Council	1. 1. 10
Elect Right	100 8. 4
	<u>130. 8. 4</u>

The report was adopted on the motion of Miss Callaway & Master it was decided that the statement of the Met. Balance should be included in each report of the Finance Committee

Sub Committees

- Finance Messrs Rennie Callaway Knight Master Shew Thomson & the President
- Library Messrs Jopp Martin, Mastus, Callaway, Kerrot, Lush O'Riordan & Hewes & the President
- House Messrs Martin, Cooke, Thomson, McNally O'Riordan & the President

Quorum

It was decided on the suggestion of W. Kerrot the Three should form a quorum for a sub committee.

Library

The report of the library committee was adopted on the motion of W. Callaway & W. Mastus

Art Gallery

It was decided that the art gallery might be let during the Influenza Restrictions but no official opening should be permitted

Confirmed
7. 3. 19

Charles A. Gopp

Minutes of meeting of the General Committee held on Friday March 7. 1919

Present Messrs Jopp Martin Mastus, Lush, Kerrot Callaway, McNally, Thomson, Rennie, Trigg Knight, Cooke, Shew & O'Riordan
apologies were received from O'Riordan & O'Kewes

Minutes The minutes of meeting of 7th Feb were read & confirmed

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

Wages Hall Keeper ^{13/10/18} abundant ^{7/1}	23. 15
Electric light City of Met	12. 4
Books Melville & Muller	11. 8. 5
" E. Robinson & Co	12. 9. 8
" Meth. Book Depot	3. 0. 0
Advertising sundries	3. 2. 10
Books sundries	1. 11. 6
Repairs "	3. 18. 9
Sundry accounts	1. 10. 6
Salaries see ^{20/4/8} Librarian ^{17/4/8} Mrs Jopp ^{5/1}	24. 8. 4
Total	105. 17. 4

The overdraft had been reduced to £479. 8. 6

The Committee also recommended that the Librarian's salary be increased to £20 a month

The report was adopted on the motion of W. Rennie & Callaway & supported by the Chairman of the Library Committee & the President.

Library

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

Confirmed
4. 4. 19

Charles A. Gopp

Minutes of meeting of the General Committee held on Friday April 4. 1919

Present
apologies

Messrs Topp, Martin, Mastus, Callaway, Shew
Dillon, Knight Wigg Dr Runder Remond
apologies were received from Messrs Remond &
McNally.

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

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

Pages Hallkeeper 11/1. attendant 10/1.	21-0 0
Salaries Secretary 29/10/18 Librarian 29/11/18 Messrs Topp 2/1. 53	168
Metropolitan Gas Co Gas	33-17-9
Metropolitan Street Light	16-10
Metropolitan Board of Works Rates	67-14-10
Books Mr Allan	3-17-6
" Mr Smith & Tuller	16-12-10
Sand & Co? Douglas Books 1/9. adit 1/1.	
Methodist Book Depot 8/4	2-13-4
Printing Sturges & Co	20-5
Armstrongs agency N. papers adit 9/11.	24-16-2
Sundries Cable	1-7
Repairs Inquiries Ross 27/10/18 Met 1/1. Mr Topp 7/11/18	9-3-3
Salaries Mrs Johnstone	10
Petty Cash	5-
Total	£ 271-1-2

The Committee also reported that the dividend
stood at £339.1.3 and recommended that the
Salary of the attendant be increased to £2.10.0

that the rate of the housekeeper be increased to £1.0.0
a week. The reports were adopted on the
motion of Messrs Callaway & Mastus.

Mr Thomson was granted 6 months
leave of absence as he was about to leave
for England & America.

The Secretary reported that two members

24 members

Messrs Jones & J.W. Hyland had been caught
in the act of removing papers from the Reading
room. The Librarian detailed the circumstances
in the case of Mr Jones & the Hall Keeper in the
case of Mr Hyland. The Secretary said he had
interviewed the two members who had in the main
admitted the allegations but denied having any
intention other than returning the papers. For
some time papers had been missed & a
watch having been kept the members were caught.
Mr Jones wrote a letter on the subject but Mr Hyland
did not.

It was decided on the motion of the chairman
& Mr Callaway to inform the two members that the
matter had been reported to the Committee & to
ask for the resignation of each.

Secretary The Secretary was granted three weeks leave
of absence Mr Rumply to act as Secretary
Librarian The library report was adopted.

F. A. Remond

Minutes of meeting of the General
Committee held on Friday May 2 1919

Present

Messrs Remond (Chair) Bush, Martin, Callaway,
Cook, McNally, Knight Wigg Shew Dr
Runder, Mr. Lewis.

apologies

apologies were received from Mr Remond
& Mastus & Dr. Remond.

Minutes

The minutes of meeting of April 4 were read
& confirmed.

Members

a letter was received from Mr Hyland asking
for a reopening of his case. The Secretary reported
that Mr Hyland & Mr Jones had resigned. It was
decided on the motion of Messrs Mastus & McNally

accounts

that the letter received that W.H. Land's subscription 1916 refunded. The Committee (Finance) reported having audited the accounts for April & had found them correct. They recommended payment of the following accounts

Hall Keeper 13/19. attendant 17/10/19/19	26-5-0
Secretary 20/16/18 Librarian 20/19. Miss Cooper 4/19.	47-1-8
Miss Johnston salary	2-0-0
Geo Robertson Books	1-
Melville & Mullen "	5-8-2
" " Magazines	113-10-10
Newspapers Nuts	5-18-0
" " Sundries	3-2
Printing & stationery arbutch	2-5-6
Repairs Sundries	3-14-3
Sundries J.M.H. Land	12-6
Total 260-17-11	

The Bank ac stood at £ 379.14-3
The report was adopted on the motion of Miss Callaway & Knight
The library committee report was adopted on the motion of Miss Martin & Shaw.

Charles H. Goff

6.6.19

library

Present

apologies

minutes

accounts

Minutes of meeting June 6. 19.

Miss Topp (Chair) Cook, Miss Dillon, Miss Gush, Martin, Martin, Callaway & D. Lewis
apologies were received from D. Ruder & W. Rennie.

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

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

Hall Keeper 4. attendant 10/19.	
Salaries Sec. 20/16/18 Librarian 20/19. Miss Cooper 7/19.	
Gas	14-17-5
Electric Light	11-10-0
State Land Tax	30-2-0
City Council Rates	20-15-0
Books Rotunda No	6-1-4
" Rotunda Book Club	1-9-5
Newspapers Sundries	1-17-6
Fire Brigade	2-12-6
Repairs Sundries	3-5-6
" Fallshaw	24-15
Goods Sundries	5-19-2
adn. Park Tel	1-19-0
Sundry sundry	14-11-0
Books Waller	1-5-6
Interest	3/5
Petty Cash	5
Total 577-17-0	

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

It was decided to buy a room & to install a telephone extension for the Hall Keeper.

Peace

The Sec reported having made arrangements

for decorations of a Peace approving
the report was adopted on
the motion of Mr. Masius Hooke.

Confirmed
4.7.19
Charles C. Goff

Minutes of meeting of General Committee
held on Friday July 4. 1919

Present
apology
Minutes
accounts

Messrs Topp (Chair) Lush, Martin, Masius, Kerriot
Cooke, Wigg, Knight, ^{Callaway} Shew, Dr. Hewes, Rindin, Kinnison,
an apology was received from Mr. Kinnison,
The minutes of meeting of June 6 were read &
confirmed

The Finance Committee reported having audited
the accounts for June & had found them correct

They recommended payment of the following accounts

Salaries Secretary ^{20/198} Abraham ^{20/1} Masius ^{1/1}	45.16.8
Wages Hall Kuper ^{1/1} attendant ^{1/1}	21.0.0
Gas metropolitan Gas Co	18.2.0
Books Melville & Mullen	16.14.1
" H. Pethy	1.10.0
" M. Allan	2.5.0
Newspapers F. J. Mitty	8.11.7
Sundries Broadbent ^{1/3} Carson ^{1/7}	1.2.3
" Refund Rent to Callum	10.
Goods Mutual Store	3.0.6
" Hanson & Sons	3.1.7
Repairs sundries	5.6.6
" Deodar 7/9/3 visit ^{1/10/7}	8.19.3
Advertising Armstrongs	4.9
Books Simpson Marshall & Co	3.2.7
Goods at Iron Quarry Co	1.10.0
	£151.11.0

The Bank overdraft was £490-18.1

The report was adopted on the motion of Mr. Shew

Mr. Rindin;
a letter from Mr. C. Masius drawing attention to
the fact that there were some genuine members of
the institution was received and it was decided to
take no action.

Library. The Report of the library committee was adopted

Confirmed
1.8.19
Charles C. Goff

Minutes of meeting of the General Committee
held on Friday August 1. 1919

Present. Messrs Topp (Chair) Lush, Kerriot, Masius Martin, Shew
Cooke, McNally, Dilton, Callaway, Dr. Rindin,
& Kinnison.

apologies were received from Messrs Kinnison & Knight.

The minutes of meeting of July 4 were read & confirmed
The Finance Committee reported having audited the accounts
for July & had found them correct. They recommended pay-
ment of the following accounts

Salaries Secretary ^{20/198} Abraham ^{20/1} Masius ^{1/1} ^{6/5}	47.1.8
Wages Hall Kuper ^{1/1} attendant ^{1/1} & wages ^{1/5}	28.0.0
Books Melville & Mullen	4.18.9
" Gordon & Loten ^{1/1} Arnold & Jackson ^{1/7}	1.16.9
Printing Stillwell Co	5.17.0
Newspapers sundries	2.1.6
" Armstrongs	7.5.4
Magazines Filchett Bros	19.0
Goods Zeebroom	2.3.6
" Hanson & Sons	3.2.0
Repairs Dugan Bros	1.10.0
Revs Cash	5.0.0
	Total £119.15.6

The overdraft stood at £437.18.0 debit

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

Peace Bonus The President said that he thought some thing should be done similar to what had been done in other institutions to mark the signing of peace. He suggested that a bonus of 5% on salaries be paid to the staff after some discussion the President moved that a Peace bonus of 5% on salaries be granted to the staff with the exception that in the case of Miss Tooper the amount should be £5.

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

City Hall It was decided to nominate the Trustees Messrs. Cook, Lush & Callaway to represent the Institution on the Citizens roll.

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

Confirmed
5.9.19

Charles A. Topp

Minutes of meeting of the General Committee had on Friday Sept 5. 1919.

Present Messrs. Topp (Chair) Lush, Callaway, Kerriot, Cooke, Martin, Martin, Rennie, Shew, & Dr. Kenison.

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

Apologies Apologies were received from Dr. Lewis, Dr. Rinder, Dr. Martin & Mr. Knight.

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

accounts		
Salaries	Secretary, 20/1/18 Librarian 20/1/18 Mr. Tooper 2/1/18	45.16.8
Wages	Haak Kuper 1/1/18 attendants 40/1/18	21.0.0
Rates	City Council	10
Gas	Metropolitan Gas Co	49.14.11
Electric Light	City Council	11.0.2
Summers	Metropolitan Fire Brigade	12.0.0
Insurance	Richardson Kerr	75.2.5
Books	Simplex Marshall	23.9.6
"	McCallum	4.12.6
Magazines	Anscombe & Sons Co	1.4.5
Newspapers	Mitty	3.14.4
Books	Mullen & Gordon & Gotten 3/1/18	3.7.6
Goods	Mutual Store	3.4.2
"	Hanson & Sons	7.7.6
"	Safeguard Chemical Co	1.6.0
Repairs	Duglis & Ross	15.17.0
"	F. Devar	3.5.6
Binding	Walker & Sons Co	11 11
		<u>£294.3.7</u>

The overdraft stood at £275.9.5

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

Roof

The secretary read an estimate from Duglis & Ross regarding painting the roof at a cost of £7.10.0 to preserve it. The secretary was instructed on the motion of Messrs. Lush & Martin to refer the matter to the architects & then to the House Committee.

Coffee Palace

A letter was received from Messrs. Jack Best & Miller acting for the Trustees of Lady Wrixon's settlement, asking for the transfer to them of a small block in the right of way approximately 8ft x 10ft which they claimed by adverse possession. They offered £5 for the transfer. The plans of the right of way showing the block claimed were produced on the motion of Messrs. Martin & Martin the secretary

was instructed to refer the matter to the collectors for the Institution.

Miss Cooper

Mr Kernot raised the question of the salary paid to Miss Cooper the library assistant on the motion of Mr Kernot & Mr Callaway the matter was referred to the finance committee for report.

Assistant

Hall Kuper

The secretary reported that he had had to dismiss the assistant Hall Kuper for drunkenness while on duty & as it was necessary to secure a new man at once he had appointed C. Derbyshire a returned soldier. The secretary's action was endorsed on the motion of Messrs Callaway & Shew.

Library

The librarian was granted three weeks leave of absence on annual holiday from Oct 4 on the motion of Messrs Martin & Kernot.

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

Confirmed Charles A. Topp
3.10.19

Minutes of meeting of the General Committee held on Friday Oct 3 1919

Present

Messrs Topp (Chair) Bush, Martin, Callaway, Kernot, Knight, McNally, Wigg Croke, Dickinson & Shew

apology

apologies were received from Mr Reville & Dr Kinder.

Minutes

The minutes of meeting of Sept 5 were read & confirmed.

accounts

The finance committee reported having audited the books & accounts for September & had found them correct. They recommended payment of the following

accounts

Salaries Sec	20/11/18 Librarian	20/11/18 Miss Cooper	47.1.8
Mrs Hall Kuper	17/4	Attendant	27.11.8
Rates & Taxes	M + M B ^o of works		67.14.10
Books	Methodist	1/2 W. Waller	2.11.8
	Mell Book Club		2.6.0
	Sampson Marshall		15.2.3
	Melville & Muller		3.3.5
Printing & Stationery	Stillwell & Co		8.17.6
Repairs	Devar		16.6
Goods	Hanson		2.10
Sundries	Met & Free Press		1.10.0
Petty Cash			5.0.0
Repairs	Newbegin		1.15.6
Interest on of			£ 185.11.10

of 264.2.3

The committee also recommended that Miss Cooper's salary be increased to £115.0 per week. This report was adopted on the motion of Messrs Martin & Kernot.

Miller

The secretary reported that Messrs Frank & Co's application had been approved by the collectors that Messrs Frank & Co's offer had increased their offer to £10. That he had consulted the President & Treasurer as the matter was urgent & with their approval had accepted the offer. He had also arranged with the Mortgagee to give their consent. The action was approved on the motion of the Chairman Mr Martin.

Coffee Palace

A letter from the new Coffee Palace was read asking if the Institution would be prepared to see the right of way to the Coffee Palace which would give the Institution right of carriage way on the motion of Messrs Bush & Martin it was decided that the Institution was not prepared to entertain the proposition.

Dr Miller

It was decided on the motion of Mr Kernot & Mr Martin to convey the condolence of the Committee

Library
to Dr Miller on the death of his father
The report of the Library Committee was adopted.

Confirmed
7.10.19 Charles H Gopp

Minutes of Meeting Committee held on
Friday NOV 7 at 4.45 p.m.

Present Miss Gopp, Mrs. Bush, Mrs. Martin, Mrs. Cooke,
Callaway, Rennie Knight & Sherr & Dr Kinder
Apology was received from Dr Hewers &
Kempson & W. Kennedy

Minutes 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 a/c's

Salaries sec 2 1/2% Librarian 2 1/2% 19/10/19 2.10.	50.6.8
Mrs. Halliday 1/2% attendance 1/2%	21
Gas Metrop Gas Co	33.14.1
Sundries Metrop. Fire Brigade	4.10.0
Books Simpkin Marshall	12.17.1
" W. Waller 7/7/6 Gordon G. 1/2% M. H. D. 4/10	4.4.10
" J. A. Parr	3.7.3
Newspapers sundries	4.10.2
Goods T. Evans	8.
Amphibious papers	8.3.4
Repairs sundries	2.15.0
Goods Mutual Store	7.12.6
Goods sundries	2.15
Rates & Taxes City of York	55.8.4
	<u>£219.4.3</u>

The amount had been raised to £156.17.0
The report was adopted on the motion of
Miss Martin Knight
The Treasurer read a statement of

Receipts & expenditure for the first 10 months
of the year showing that there was a profit of £382.5.2
in that period as against a loss of £252.14.7 for
the similar period for last year. The report was
approved.

Upper Hall Barrett
The question of repairs to & redecoration of the
Upper Hall was referred to the House Committee
an application to rent the book room for a
term of 3 years at £2.10.0 per week was considered
The Secretary was instructed to grant a lease for
one year & to state that the name of the room could
not be used except to indicate the address, that no
show cases be allowed in the hallway, & that any sign
or advertising be subject to the approval of the
Committee. This was done on the motion of Mr
Bush & Dr Kinder.

Coffee Palace The request of the Victoria Coffee Palace for permission
to erect a stairway as an escape from the upper
storey of a building to be erected on the west side of
Slight Lane was granted subject to the approval
of the solicitors to the Institution that the document
of agreement protected the interests of the Institution
& that the consent of the mortgagees was obtained
Rental to be peppercorn & all costs to be
at the expense of the Victoria Coffee Palace
moved by Mr Callaway seconded by Mr
Bush.

Library The report of the Library Committee was
adopted on the motion of Dr Kinder
Mrs. Knight

Confirmed
5.12.19 Charles H Gopp

Minutes of special general meeting of
Members of the Melbourne Athenaeum held in
The Library on Wednesday January 29 1919 at
8 p.m.

Present

Mr. Shew (President) was in the chair and there were
also present Messrs Meeks Rennie Thomson
Topp, Cooke, Martin, Dr. Rinder and thirteen
other members.

Notice

The Secretary read the notice concerning the
meeting and the advertisement and also
the requisition for the meeting as shown herewith.

Moved by Mr. Meeks

seconded by Mr. Rennie

That rule 50 be amended as proposed
carried

Moved by Mr. Kerrot

seconded by Mr. Thomson

That rule 50^a be amended as proposed
carried

Charles A. Gopp

Minutes of annual meeting of members
of the Melbourne Athenaeum held in
the Library at the conclusion of the
special general meeting on Wednesday
January 29 1919.

Present

Mr. Shew (in the chair) and the same number
as at the special meeting.

Notice
Minutes

The notice concerning the meeting was read
The minutes of meeting of Jan 30 1918
were read & confirmed on the motion of Messrs.
Kerrot & Thomson

Report & Balance Sheet

auditors

suggestions

staff

The annual report & balance sheet undertaken as read on the motion of Miss Rennie's motion.

The President moved & Mr. Rennie seconded that the report & balance sheet be adopted carried

Mr. Cooke moved & Mr. Kernot seconded that the auditors Mr. John Bishop & L. N. Rainey be reappointed carried

Suggestions for the introduction of works on industrial subjects & for the convenience of a small room for meetings were made by Mr. Kelly & referred to the General Committee.

Mr. Kelly moved & Mr. Ferguson seconded a special vote of thanks to the retiring President & Committee, with special reference to the Librarian & his assistant.

REPORT OF THE COMMITTEE

OF THE

MELBOURNE ATHENÆUM,

FOR THE YEAR 1918.

To be submitted to the Members at the General Meeting, Wednesday, 29th January, 1919, at 8 p.m.

THE Committee of the Melbourne Athenæum submit their report of the transactions of the year 1918, which is the seventy-ninth since the founding of the Institution.

THE COMMITTEE.

There have been 12 meetings of the General Committee.

The President, Mr. EDWARD SHEW	attended	11
The Vice-President, Mr. E. E. DILLON	"	4
The Treasurer, Mr. CHARLES RENNIE	"	5
Trustee, Mr. GEO. LUSH	"	8
Trustee, Mr. W. A. CALLAWAY	"	10

COMMITTEE (12 Meetings):

Mr. Martin	attended	12	Mr. Masters	attended	10
Mr. Cooke	"	10	Mr. Wigg	"	8
Dr. Kennison	"	9	Dr. Rinder	"	6
Mr. Knight	"	9	Mr. Thomson	"	11
Mr. Topp	"	6	Dr. Mailer	"	3
Mr. Kernot	"	8	Dr. Lewers	"	7

The Finance Committee (Messrs. Rennie (Chairman), Callaway, Knight, Masters and Shew); the Library Committee (Drs. Rinder (Chairman), and Lewers, and Messrs. Shew, Martin, Callaway, Masters, Topp and Kernot); the House Committee (Messrs. Shew, Martin, Cooke, Thomson and Dr. Kennison); the Library Reorganisation Committee (Dr. Rinder (Chairman), Messrs. Cooke, Kernot, Thomson, Wigg and Shew) held the usual meetings, and thus attended regularly to the various departments of the Institution.

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

FINANCIAL.

The gross receipts for the year amount to £2773 10s. 2d., and the gross expenditure to £3185 18s. 9d. With the debit balance of £126 13s. 9d. brought forward from the previous year, the overdraft at the Bank of Australasia at December 31, 1918, was £539 2s. 4d. This result is due entirely to abnormal expenditure, all of which has resulted in permanent enhancement of the value of the property of the Institution. The alterations to the Library, the re-arrangement of the caretaker's quarters, and the alterations to the ladies' lavatory and cloak room, the installation of electric lighting on the stage to conform with the requirements of the Board of Health, and of a new water service, and the overhauling and renovation of the underground drains, involved an expenditure of £418 2s. 5d. In addition to this, the increased rates for books and magazines, on account of war rates, involved an extra expenditure of about £50. On the other hand, there has been a gratifying increase in the returns from the Library. The amount

received from subscriptions and the issue of extra books, at a small charge, was £702 4s. 3d., more than £100 in excess of the receipts in 1917, and the largest since 1899. The receipts from the Large Hall, while not up to the takings in 1917, are larger than in any other year since the outbreak of war; and now that peace is in sight, your Committee look forward with confidence to the receipts from this source being restored to pre-war standard. The receipts from the Upper Hall show a gratifying increase of £116 4s. on the previous year, due to the revival of Art Exhibitions in the Art Gallery. There are indications that the Gallery will be continuously let for long terms this season.

THE LIBRARY.

The re-organisation of the Library, effected at the beginning of the year, has proved most successful, and the large increase in the number of members is a testimony to the popularity of the Institution. Your Committee has found it difficult, owing to war conditions, to maintain the supply of books and magazines with the regularity it would desire, but the Librarian has managed to overcome the obstacles in a great measure. Your Committee has taken steps to improve the conditions of supply, and hopes, in the near future, to have completed arrangements whereby the difficulties of the last four years will be overcome. The appointment of a lady assistant in the Library has been an undoubted success, and your Committee is confident that members' interests in the Library and Reading Room have never been more adequately attended to than at present. It is hoped during this year that arrangements may be made for the issue of a new catalogue.

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. Ar buckle, Waddell, & Fawcner.
- 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.
- Patriotic Pamphlets, by the Directorate of War Propaganda.
- From Acting Prime Minister, War Propaganda.

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

The Victorian Railways Commissioners kindly presented to the Institution a number of framed photographs of Victorian beauty spots. These have been hung in the Reading and Smoking Rooms, and have been much admired.

ANNUAL MEETING.

The Annual Meeting, which will be held in the Library on Wednesday, January 29, will be preceded at 8 p.m. by a Special Meeting, of which due notice has been given, for the purpose of making some slight alterations to the Rules. Members are reminded that they may make nominations to fill the vacancies in the Committee at the close of the Annual Meeting, which they are earnestly requested to attend.

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

THE TREASURER IN ACCOUNT CURRENT WITH THE MELBOURNE ATHENÆUM.

For the Year ended 31st December, 1918.

Subscriptions	£702 4 3	By Balance	£126 13 9
Rent of Large Hall	779 8 4	Interest on Mortgage	£640 6 4
Small Hall	366 1 6	Salaries and Wages	784 15 0
Front Shops	680 2 6	Books, Magazines, and Newspapers	508 12 9
Rooms	186 18 0	Gas and Electric Light	218 5 4
Sales	58 15 7	Repairs, Goods, and Sundries ..	349 4 4
Bank Overdraft	539 2 4	Rates (including arrears)	288 5 10
	2,773 10 2	Insurance	76 19 0
		Binding	7 12 9
		Postage, Stationery and Petty Cash	25 0 0
		Printing and Advertising	36 12 6
		Auditors	4 4 0
		Improvements	246 0 11
			£3,185 18 9
	£3,312 12 6		£3,312 12 6

Audited and found correct,
JOHN BISHOP, F.C.P.A. }
L. N. RAINEY, A.I.C.A. } AUDITORS.

MELBOURNE, 24th January, 1919.

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	Bank Overdraft	539 2 4
Furniture	750 0 0	Balance	22,710 17 8
	£37,250 0 0		£37,250 0 0

The Officers elected were Mr. Topp President, Mr. Kernot vice Pres Mr. Rennie Treasurer Messrs Cooke, Dillon, Kernot, Cooke Thomson Knight & Shew & Kennison & Mr. McNally.

Charles A. Topp