

Present

Minutes of meeting of the General Committee held on Friday Jan 7. 1921.
Mrs Topp (Chair), Mrs. Martin, Cook, Rennie, Gordon McNally & Mrs. Kenyon Rudder & Beattie Smith
~~apologies Mrs. Calderwood & Mr. Brown~~

The minutes of meeting of Dec 3 were read & confirmed

Finance

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

Salaries Sec ^{2 1/4} Librarian ^{2 3/8} Miss Cooper ^{2 1/2}	53. 5-
Wages Harkup ^{1 1/2} attendant ¹ Charwoman ^{2 1/2}	26. 0-0
Sundries Dr. Brigade	5. 5-0
Books Mr. Allan	2. 2-6
" Rotations	2. 2-6
Sumpter Cashier	40. 12-3
Newspapers Sundries	3. 16-5
" arduous work	16. 12-4
Repairs Newbiggin etc	15. 12-0
" Keapton	8. 8-6
Improvements Friday Smith & Off	17. 11-3
Goods Sundries	2. 14-1
"	11. 0-6
Repairs Duns ^{3 1/2} Petty Cash ^{5 1/2}	8. 0-0
Books Sundries	2. 7-11
Refund Mrs Brown	5-
Total £ 220. 10-9	

The report was adopted on the motion of Messrs Rennie & Martin. The Treasurer produced a draft balance sheet & explained it in detail & it was decided to approve of it & pass it on for audit.

Mortgage

The Treasurer explained that the mortgage of £14000 at 2 1/2% would expire on June 30 & it would be necessary to make arrangements for a renewal. After some discussion it was decided on the motion of Mr Rennie & Mr Kinder to write to the Perpetual Trustees & executives asking if the assns were prepared to renew the mortgage on what terms.

It was reported that Mr Callaway was going to England & that a special power of attorney had been given him by Mr Callaway to Mr Rennie to enable him to act for Mr Callaway. The suggestion was approved.

9.2.21

Confirmed

Approved Kinder

Minutes of meeting of the General Committee held on Feb 9th 1921 (Wednesday) Mr Kinder (Chair) Messrs Martin, Haslin, Rigg, Messrs Thomson, Han, McNally, Walker, Cooke, Rennie, O'Rourke on apologies were received from Messrs Topp, Messrs Boothroyd, Messrs Hall, Walker, Bathurst & Rigg were welcomed by the President. The minutes of Jan 7 were read & confirmed. The Finance Committee reported having

Museum

apologies

welcome

minutes

Finance

audited the books & accounts for January & had found them correct. They recommended

Payment of the following accounts	
Salaries Secretary 2 1/2/18 4 libraire 2 3/4/18 4 m m topm 7 1/2	53.5.0
Wages hall keeper 1 1/2 attendant 1/2	24.0.0
Gas meter 1/2 Gas Co	19.15.10
Electric light City Council	18.15.0
Books Melville & Muller	7.18.8
" & Magazines Sampson & Marshall	25.1.8
" & Adm Sanderson & Donald	2.11
Newspapers & sundries	1.11.0
Goods Mutual Store	1.9.2
Repairs Ahlston	3.0.6
Audit fees John Bishop	3.3.0
" " L N. Rainey	3.3.0
Petty cash Postages annual 1/2 1/2	4.0.4
Books Mr Allen	1.10.
" & Mag Gordon & Coles	20.9.9
Total	189.13.11

The report was adopted on the motion of Messrs Haslin & Thomson.

Mortgage

The Treasurer explained that he was awaiting an interview with Mr Southworth (Perpetual Secy) re the mortgage.

Librarian

The Secretary reported that the Librarian had notified him that he had received a flattering offer from a Melbourne firm. Mr Rennie had stated that if his salary were increased to £350 a year & further assistance were given that would satisfy him. On the motion of Messrs Cooke & Bathurst Mr Rennie & Mr Topp & the President were appointed a sub-committee to interview Mr Rennie with power to act.

The following committees were appointed for the Feb.

Finance Messrs Reunie, Mactus, Wigg, Thomson
 Rigg, Callaway, & the President
 Library Messrs Topp, Lush, Martin, Bothros &
 Walker Callaway & Dr Beattie Smith
 & the President
 House Messrs Martin, Cooke, McNally, Thomson
 Topp, Hall & Kemison & the President

4/3/21

Conferred by Dr Ruder

Minutes of
 a special meeting held on February
 22 1921 to receive report of sub
 committee on Librarian

Present Dr Ruder (Chair) Messrs Mactus Lush
 Hall, Reunie, Thomson, Cooke, Rigg
 Dillon, Walker, Dr Kemison &
 Beattie Smith

apologies were received from Mr
 Wigg Topp & Bothros.

The sub-committee (Messrs Reunie
 Ruder & Topp) reported having
 had an interview with Mr Rumpfy
 who informed them he had accepted
 the offer made to him by a Melbourne
 firm. The sub-committee had offered
 Mr Rumpfy £350 a year but he had
 already accepted the other position
 after some discussion the meeting
 announced that he had received
 Mr Rumpfy's resignation to take effect
 on March 12. It was moved by
 Mr Cooke & seconded by Mr Thomson
 that the resignation be accepted.
 The matter of filling the vacancy was
 then discussed & Mr Lush moved

Mr Cooke seconded that the appointment
 of a Librarian be left in the hands of the
 same sub-committee to enquire into the
 position & report to the General Committee
 at its meeting on Friday March 4. Carried

Conferred by Dr Ruder

4/3/21

Minutes of meeting of the General Committee
 held on 4th March 1921.

Present Dr Ruder (in the chair) Messrs Topp, Martin, Lush,
 Hall, Thomson, Mactus, Reunie Dillon, Wigg
 McNally & Kemison & Beattie Smith.

Minutes The minutes of meeting of Feb 9 & of special
 meeting of Feb 22 were read & confirmed

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

Salaries Secretaries	27/10/4	Librarian	11/3/4	Inspector	7/1	41.11.8
Wages Hawkebury	13/1	attendant	1/1	S. La 9.9.		29.15.0
Electric light City Council						6.6.1
Books Melville Mullen						9.4.8
Treasurers Gordon & Ester						6.16.6
Aust Publishing Co.						2.10.7
Sundries						4.0.6
Simpkin Marshall & Co						32.16.4
Hutchinson & Co						7.15.0
Newspapers sundries						5.5.4
Printing & Stationery Co						16.10.0
Goods Dunlop Co.						7.15.6
Goods sundries						8.1.7
Repairs Jugh & Ross	17/3	Cooke	10/7			37.11.3
Sundries Fin Brigade						3.
Insurance Richardson & Kerr						16.10.0
Puty Cash 1/1		Repairs	Martin			9.18.5

£245.8.5

The overdraft was £59.9.11

The report was adopted on the motion of Messrs Reunne & Thomson

The Committee also recommended the following increases in salaries Secretary £25 per annum Mrs Cooper 17s a week Hallkeeper 7s a week. The increases to date from Jan 1. The report was adopted on the motion of Messrs Reunne & Thomson.

Librarian

The sub-committee reported having received numerous applications but expected more. It was decided that the sub-committee should reduce the applications & submit the names of those selected to a special meeting of the Committee on Friday March 11 at 4.30 pm

As confirmed

1.4.21

By *[Signature]*

Present

Minutes of special meeting of the General Committee held on Friday March 11. 1921
 Mr Rindan (Chair) Messrs Topp, Reunne, Martin Rigg, Cooke, Hall, Bush, Thomson, Wigg
 or Reunne & Beattie Smith

apology
 Librarian

an apology was received from Mr Rindan. The sub-committee reported that they had reduced the number of applicants to 3. The committee interviewed Messrs de Pledge, Leake & Slack & after a discussion Mr Bush moved & Mr Wigg seconded that Mr de Pledge be appointed on the terms set out in the accompanying particulars carried.

It was decided that a guarantee should be

Melbourne Athenæum.

APPLICATIONS are invited until NOON on **Saturday, March 5, 1921**, for the position of **LIBRARIAN** to **The Melbourne Athenæum**.

Salary—£225 per annum to commence with.

Hours—9 a.m. to 6 p.m. Daily.

Saturdays, 9 a.m. to 1 p.m.

Duties—To take charge of the Library, under the supervision of the General Committee and the Secretary; to attend to the purchasing of books, magazines, and newspapers; to keep records usual in a Library; to keep the Catalogue up to date; and generally to carry on the Library as has been done in the past.

The Terms shall be—

Salary paid Monthly.

One Month's Notice on either side.

The successful applicant will be required to enter on his duties on MARCH 14, or as soon after that date as possible.

Applications, accompanied by copies of Testimonials, should state age, previous experience (*which is essential*), and qualifications, and should also give information as to the general health of the applicant.

All Applications must be in writing, addressed to—

THE SECRETARY,

MELBOURNE ATHENÆUM,

188 COLLINS ST., MELBOURNE.

February 24, 1921.

THE MELBOURNE ATHENAEUM

188 Collins Street,
Melbourne

9th March 1921.

Dear Sir /

The Sub-Committee (Messrs. Rennie, Topp and Dr. Rinder) appointed to deal with applications for the position of Librarian, has reduced the number from thirty-two to four. The Sub-Committee has asked the four selected to meet it, and will probably make a definite recommendation to a Special meeting of the General Committee on Friday 11th inst. at 4.30 p.m. at which your attendance is specially requested.

At foot hereof will be found a precis of the applications of the four who have been left in for the final selection. The names are given in alphabetical order.

Yours faithfully,

R. W. E. WILMOT.

PARTICULARS OF APPLICANTS

Maximilian De Pledge, 37, single, rejected from Active Service on account of eye-sight, health good. For 10 years was with the Perth Public Library. For two years with Angus & Robertson, Sydney, for whom he brought out the Australiana Catalogue. Now senior assistant Mullen's Library. Mr. Batty, Chief Librarian, Perth, says, "for nearly eleven years he performed general clerical work incidental to a large library. He has conducted himself most satisfactorily in every respect, and performed his duties with every competence. I can thoroughly recommend him with every confidence."

Lancelot Luke Leake, 31, single, returned soldier, health good, varied experience and commercial training; then from July 1913 to September 1915 associate to Mr. Justice Burnside W.A., and assisting in the Supreme Court Library Perth. 1915 - 1919 on Active Service. Last six months engaged in Commonwealth Parliamentary Library. Mr. Wadsworth, the Librarian says, "He is careful, accurate, and is a man of education, quite competent to deal with books. The work he has done here has made him more efficient. There are other things, than actual efficiency in the work, desirable in a man who is to be brought in touch with many people; courtesy, tact, and the disposition expressed in those qualities. These Mr. Leake possesses."

William L. Slack, 44, married, congregational clergyman; chaplain A.I.F., health good. Prior to entering College to study for the Ministry, had eleven years experience in business. No previous experience in a library. Col. Teece in recommending him says, "He is not only a cultured man of wide and discriminating reading, but also he is gifted with more than ordinary capacity for dealing tactfully and satisfactorily with the diverse classes of society. No friction would ever result from any business entrusted to his care."

Bertram R. Wright, 27, single, ten years experience in The Public Library, Melbourne. Volunteered for Active Service, but rejected. The Public Librarian (Mr. E. La Touche Armstrong) writes, "He is a capable man of exceptional intelligence, and good address and has an excellent conduct record. He has acquired a very useful general knowledge of library work and in addition was for some time assisting the officer in charge of accounts and correspondence. He has carried out all duties entrusted to him very satisfactorily."

£250 be taken out of the fund
 The committee decided to write Mr Kemp for a
 letter of appreciation of his services to be signed
 by the President.

at the instance of Mrs (Mrs) [unclear] a vote
 of thanks to the sub-committee for their work in
 connection with the appointment of librarian

Conformed

1. 4. 21

W. H. Rinder

Minutes of Meeting of the General Committee held
 on April 1. 1921

Present Dr Rinder (Chair) Mrs Gopp, Martin, Hugh Boothford
 Regg, Masters, Cooke, Rennie, Wigg, Hall & Kempson
 & Dr Beattie Smyth.

apologies: apologies were received from Mrs McVally &
 Thomson

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

Salaries Secretary	25/10	Librarian	27/8	Miss Gopp	12/10	64.18.0
Wages Hallkeeper	17/0	Attendant	13/5	Hendon	1/3	32.10.0
Books Melville & Muller						4.1.11
" W. Allen						1.7.6
" Magazines Geo Robertson						4.2.0
Newspapers Gordon & Eton						14.3.8
Advertising						8.4.0
Repairs J. K. Newbiggin						9.6.6
" a Kempson						52.9.3
" J. Dewar						3.
Goods						1.9.11
Stationery						1.2.3
Post Cash						5
Books & Magazines						13.17.6

Total 215. 12. 6

The overdraft had been reduced to £ 6.15.9. The Treasurer

read a statement as follows showing the comparison figures for 1920 & 1921

	1920	1921
Subscriptions	285.8.3	370.13.0
Large Hall	144.15.6	138.13.0
Small Hall	70.17.0	88.14.0
Shops	202	251.0.0
Rooms	58.6	78.19.0
Sales	25.0.10	13.7.3
	£786.7.7	£941.6.3
Expenditure	£771.0.1	£696.8.1
Overdraft 30/1/21	£172.3.8	£6.15.9

The report was adopted on the motion of Miss Rennie & Martin

Mortgage

The Treasurer reported that he was awaiting a reply from the Perpetual Trustees to regarding the mortgage but in the meantime was enquiring from likely lenders as to the possibility of placing the amount

Secretary

The Secretary was granted three weeks leave on holiday & Mr Depledge was appointed acting Secretary in his absence.

Confirmed Charles A. Topp
5.5.21

Minutes of meeting of the General Committee held on Friday May 5. 1921

Present

Miss Topp (Chair) Martin, Kinder, Augustus Cooke, Dillon, Rennie, Thompson, McNally, Walker & Hall.

Minutes

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

Finance

The Finance Committee reported that they had audited the books & accounts for April & had found them correct. They recommended payment

of the following accounts

Salaries Secretary, 25/1. Librarian 14/15. Miss Topp 10/1.	53.15.0
Wages Haukku 14/1. attendant 14/1. Sika 10/1.	25.10.0
Electric Light - city of Helsinki	8.2.10
Gas Metropolitan Gas Co	7.6.2
Books Melville & Muller	16.5.2
" Geo Robertson	6.17.10
" Sundius	3.5.6
" Whitcomb & Tombs	3.2.
" Aust Pub. Co	3.16.11
Trags. Gordon & Co Ten	15.12.2
" Sunpinkin Marshall	42.16.7
Newspapers Mitts	2.13.8
" Sundius	2.2.6
" " " "	3.4.9
" 9/18/10 Advt 3/1/4 Armstrongs	13.10.10
Printing & Stationery Stillwell	6.1.0
Goods Safeguard Chum Co	4.5.0
" Zeebboom & Co	1.14.3
Services Miss Cerini	5.5.0
Total	225.7.2

The overdraft had been wiped out and there was a credit of £59.5.8.

The report was adopted on the motion of Miss Rennie & Martin

Mortgage

The Treas reported that after trying everywhere he was unable to secure a renewal of the mortgage from the Perpetual Trustees to, he felt the institution would have to pay 6 1/2 or 7 per cent. He hoped to get the money from the A.O.P. Soc. The Finance Committee had recommended that the Treasurer be authorized to offer the mortgage at 6 1/2 per cent for 5 years. This recommendation was adopted on the motion of Miss Cooke & Hall & a further motion proposed by Mr Thompson & Mr Dillon was agreed to "That if the money be not obtainable at 6 1/2 the Treasurer in

Library

Conjunction with the President be authorized to make arrangements up to 7 percent. The report of the Library Committee was received

Mrs. J. A.

Minutes of meeting of the General Committee held on Friday June 3 1921

Present

Dr. Randa (chair) Mrs. Topp, Martin Birkwood, Napier, Rigg, Rennie, Cooke, McNally, Dillon, Thomson, Rigg, Dr. Smith & Kingston

Minutes

The minutes of the meeting of May 5 were read & confirmed.

Mr. Martin

The chairman congratulated Mr. Martin on having celebrated his eightieth birthday. Mr. Martin thanked members for their cordial reception.

Finance

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

Salary secular	27%	Librarian	18/17	Mrs. Topp	10%	53-15-0
Wages Hall Keeper	14%	Assistant	11%	Exhibitor	2%	27-0-0
Electric light		City Council				12-7-3
Gas		Metropolitan Gas Co				8-17-10
Rates		Melb. City Council				110-16-8
Books		Melville & Mulla				6-12-7
"		Geo Robertson				5-12-10
"		Hutchinson Co				4-1-4
"		Sundries				2-18-0
"		Australasian Pub Co				1-5-4
"		Magazines Gordon & Gotch				2-9-6
"		" Sumpkin & Marshall				36-16-3
Magazine		Steads				1-16
Newspapers		Melb. City Council				5-5-8
Advertising		Amusements				7-18-0

Sundries	Metrop Fire Brigade	9-0-0
"	H. W. Landells	2-10-0
"	D. Carson	4-15-0
Goods	J. M. Hanson	3-13-0
Repairs	E. Sheppard	7-17-0
"	Alex Kempson	8-16-6
"	J. H. Newbigin	15-3-6
"	Dugan Bros	1-7-6
Law costs	Wise & Wainwright & Co	3-8-
Dinner	Richardson & Co	5-1-3
Valuation fee	A.M.P. Society	14-14-0
Interest	Perpetual Executors & Trustees Assn	315-0-0
Petty cash		5-0-0
	Total	683-18

The O. Balance was £ The report was adopted on the motion of Messrs Rennie & Dillon.

Mr. Rennie reported that the arrangements for the mortgage from the A.M.P. Society were complete. Buchanan & Co used the values & the documents were now with the lawyers. The Finance Committee recommended that the following resolution be agreed to

" The General Committee having approved of a new mortgage of £14,000 for three years at 7 percent from the Australasian Mutual Provident Society in lieu of that for a similar amount held by the Perpetual Executors & Trustees Assn of Australia & requests the Trustees to sign the mortgage deed when prepared. The conditions to be on the same lines as the present mortgage and to contain a clause exempting the Trustees from personal liability" Moved by Mr. Rennie seconded by Mr. Dillon that the recommendation be adopted and the resolution agreed to. The Library Committee reported having received

Library

Two tenders for Printing of the Catalogue
 It was estimated that the catalogue would
 occupy 45 pages foolscap quarto size &
 with a margin of 4 pages 14 pages advertisements
 & a page preface the size would be 64 pages
 the lower tender was £103 for 2000 copies
 by Wilke Mitchell. The Secretary had
 outlined a scheme for the securing of
 advertisements which he & printed would
 produce between £75 & £100. The Committee
 recommended that the work be proceeded
 with and Wilke Mitchell's tender be
 accepted. Moved by W. Topp seconded
 by W. Martin that the catalogue be
 printed subject to the advertising scheme
 working out satisfactorily - carried

Confirmed Charles Topp
 1.7.21

Minutes of meeting of the General Committee
 held on Friday July 1 1921

Present Messrs Topp (Chair) Lush, Martin, Thompson
 Rigg, Cooke, Reemie, Wigg, Dillon & Dr
 Keenison.

apologies were received from W. Martin
 who was in W. a & D. Ruder who was
 ill.

Minutes The minutes of meeting of June 8 were read
 & confirmed.

Finance The Finance Committee reported having audited
 the books & accounts for June and had
 found them correct. They recommended
 payment of the following accounts
 Salary Secretary 27/1. Lusham 18/10. Miss Cooper 12/10
 wages Harkupen 17/10. attendant 13/9. & 1/4.

Rates	M & M Broad or works	67. 14. 10
Electric light	City Council	17. 19. 7
Sundries	Met Fire Brigade	11. 5. 0
"	Cable to England	1. 4. 9
Books	Sundries	7. 16. 10
"	Melville & Tuller	6. 2. 8
"	Geo Robertson	4. 8. 0
"	Messrs Gordon & Eoten	4. 2. 6
"	Simpkin Marshall	38. 13. 0
Magazines	Hellett Bros	1. 4
Books	Hurst & Blackett	2. 6. 10
Advertising	Armstrongs	8. 7. 0
	Book Loan	15. 0
Printing	Stellard & Co	13. 7. 6
Goods	Hanson	6. 9. 3
"	Mutual Store	2. 6
"	Sundries	6. 9. 8
Repairs	Duglis & Ross	3. 15. 0
	J. Sheppard	4. 4. 0
	F. D. War	3. 9. 6
	Petty Cash	5. 0. 0
Subscriptions	to replace amount stolen	19. 0. 0
		£324. 0. 11

The Cr-balance was £237. 5. 0 as against
 a debit balance of £142. 10. 2 on 30. 6. 20.

The Report was adopted on the motion of
 Messrs Reemie & Martin

Mortgage

The Treasurer reported that the A. R. P.
 Solicitors had made various objections
 to the formalities in connection with the
 mortgage. They feared the title of freehold
 challenge the Power of attorney given by
 Mr Callaway to Mr Reemie suggested
 taking a transfer of the old mortgage with a
 personal guarantee by Mr Lush & Co
 for the payment of the interest pending the
 new mortgage being properly executed. Mr Lush

and meeks had agreed to this course but the solicitors further objected that as the resolution passed at the special general meetings of members on April 1 and 9 1885 authorised the committee to borrow up to 5 3/4 per cent this authority could not apply to the present mortgage in which the rate of interest was to be 7%.

Mr Wiseman solicitor to the Institution explained the position and said that it would be necessary to call special meetings to comply with rule 46. after some discussion

Mr Martin moved

Mr Cooke seconded

That a special ^{General} meeting of members be called for Monday July 11 to comply with rule 46 & that the subsequent meeting to confirm the resolution be held on Thursday July 21. Carried.

Newgate

The secretary reported that it had been necessary to have a new back gate made out the same time he had been able to improve the exit at the back of the building by nearly 6 feet. The work had been urgent. It would be necessary to renew the iron shutter at the front entrance & after consultation with Sydney Smith & Co he had obtained a price from the makers C. Marshall the cost would be £27. It was decided to get the work done.

C. H. G. J. G.
27 July 1921.

Minutes of Special General Meeting of members of the Melbourne Athenaeum held on Monday July 11. 1921.

Present
Notice

Mr C. A. Topp (in the absence of the President in the chair) and 27 members.

The secretary read the notice of the meeting which in accordance with the rules had been published in two daily papers circulating in Melbourne Thus:

THE MELBOURNE ATHENAEUM
Notice is hereby given that a SPECIAL GENERAL MEETING of members will be held in the Library of the Institution on MONDAY, 11th JULY, 1921, at 8 p.m., when the following business will be considered, namely:—
Business.
To authorise the general committee to borrow such sum as may be necessary to pay off the existing mortgage and any renewal thereof, or any substituted mortgage or renewal thereof, on such terms as it may deem best in the interests of the institution.
By order of the general committee,
R. W. E. WILMOT, Secretary.

The Treasurer (Mr Reine) explained the reason for the meeting & said that in April 1885 when the members at special general meetings authorized the borrowing of £18000 the rate was fixed in the resolution at not more than 5 3/4 % . Since then £4000 had been paid off. In July 1914 a mortgage was arranged with the Perpetual Trustee Co for £14000 for 7 years at 4 1/2 % That mortgage fell due on June 30 1921 & the Trustees could not receive as the money was required for other purposes. A new mortgage had been arranged with the A. O. P. Society but the rate was 7 % . The solicitors therefore required a fresh authority from the members. He then moved

"That the general committee be authorized from time to time to borrow a sum of money sufficient to pay off the present, or any existing, mortgage on the property of the institution, and any renewal thereof, or any substituted mortgage thereon, or any renewal thereof, for such term and at such rate of interest as it may from time to time determine."

The motion when was seconded by Mr H. Tate & supported by Mr D. Martin was carried unanimously.

Confirmed Charles A. Goff

Minutes of Special General Meeting
of members of The Melbourne Athenaeum
held on Thursday July 21 1921 at
8 p.m. in the Library

Present

Notice

W-C.A. Topp (in the absence of the President
in the chair) and 14 members
The Secretary read the notice of the
meeting which in accordance with the
rules had been published in two
daily papers circulating in Melbourne
as follows

THE MELBOURNE ATHENAEUM.
Notice is hereby given, that a SPECIAL GENERAL MEETING of members will be held in the Library of the institution on THURSDAY, 21st JULY, 1921, at 8 p.m., when the following business will be considered, namely:
BUSINESS.
To confirm the following resolution, unanimously agreed to at the special general meeting of members held on July 11, 1921, viz.:
"That the general committee be authorised from time to time to borrow a sum of money sufficient to pay off the present, or any existing, mortgage on the property of the institution, and any renewal thereof, or any substituted mortgage thereon, or any renewal thereof, for such term, and at such rate of interest as it may from time to time determine."
By Order of the General Committee,
R. W. E. WILMOT, Secretary.

The Secretary in apologising for the absence of the Treasurer (W-Reunie) explained the object of the meeting

W-Viscount moved &
W-Masters seconded

"That the resolution adopted at the special general meeting held on July 11th and particularly set out in the notice concerning this meeting be and is hereby confirmed." Carried

Confirmed Charles Topp
21. 7. 1921

Resolutions adopted by General
Committee on July 27 1921.

That the General Committee request the Trustees to sign the Mortgage for Fourteen thousand pounds to the Australian Mutual Provident Society now produced to it and marked by the Chairman for identification

That the General Committee request the Trustees to sign the agreement for extension of the existing Mortgage to the Perpetual Executors and Trustees Association of Australia Limited pending the registration of the mortgage mentioned in the previous resolution so that in the event of non-registration the existing security can stand until the ballways return to Victoria

Minutes of meeting of the General Committee held on Wednesday July 27.

present Mrs Wigg (Chair), Rennie, Thomson, Rigg, Martin, Bothwood, Cooke, Hall, Dillon, McNally, Walker.

minutes The minutes of meeting of July 1 were read & approved

mortgage Mr Wiseman solicitor to the trustees was present in connection with mortgage arrangements and explained that the A.M.P. Society required the committee to pass two resolutions as shown on fly leaf hereto. Mr Martin moved & Mr Cooke seconded the adoption of the motions which were agreed to unanimously.

The chairman signed the mortgage for identification

Finance The Finance Committee reported having audited the accounts & books for July & recommended

payment of the following accounts.

Salary Secretary	29/11	Librarian	18/11	Kimlopin	10/11	53-15-0
Wages Hallkeeper	14/11	Attendant	11/11	Extra	6/11	31-3-0
Books Melville Muller	7/11	Whitcomb & Potts	21/11	Mulhman	11/11	
Arms Rotation	11/11	Mr Allen	11/11	Snuffkin	1/11	29-9-6
Newspapers Daily	21/11	Sundays	3/12			
Advertising & Newspapers Armstrongs						21-17-4
Bookbinding		Snifer				25-9-0
Goods Mutual Store	25/11	Sundays	7/11			
Repairs Kempston	28/11	Newspaper	19/11			
Interest	29/11	Larlocks	2/11	Perpetual Trustees		77-5-6
Costs Nunn Smith & Jefferson						24-6-6
Sundries		Fraser & Neave				6-15-0
Salary		increase to his July salary				4-3-4
Total						362-6-11

The C^d balance was £262.9.3
The report was adopted on the motion of Mr Martin & Bothwood.
The Finance Committee also recommended that

The Librarian's salary, he increased to £250 as from July 1. Moved by Mr Bothwood & seconded by Mr Cooke that the recommendation be adopted

President The secretary read a letter from the President (Dr Reader) asking for three months leave of absence. The application was granted with regret & the secretary was instructed to write to Dr Reader expressing the hopes of the Committee for a speedy recovery from his illness.

Confirmed Charles A Topp 2.9.21

Minutes of meeting of Sept 2 1921

Present Mrs Topp (Chair) Bothwood, Martin Lush Hall Cooke, Rennie, Messrs Rigg, Dillon, Dr Kempson
apologies were received from Mrs Wigg Metcally & Bathurst.

Minutes The minutes of meeting of 27 July were read & confirmed.

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

Salary Secretary 27/1	Librarian 27/1/8	Mrs Coppi 7/10/1	58.6.8
Mrs Halliwell 17/10/1	attendant 13/10/1	Sundries 18/1	32.3.0
Electric light City of Melbourne			27.11.6
Rates City of Melbourne			95.0.0
Sundries 1st Fin Brigade			3.15.0
Books E. Robinson			7.1.9
" Whitecomb & Sons			4.11.6
" Sundries			3.15.2
" Hutchings			3.1.8
" Sundries			1.10.0
" Magazines Sampson & Co			42.17.4

Books & Magazines Gordon & Lothian	44.19.10
Newspapers Mully	5.17.2
Advertising arrangements	11.12.0
Printing & Stationery Stillwell	16.2.6
Repairs English & Ross	10.18.6
" Newbiggin	14.12.0
" Oliver	8.7.6
Bookbinding Draper	31.18.1
Goods Sundries	1.17.6
" Safeguard Chemical Co	3.9.10
" Hanson	5.13.0
Insurance Richardson Kerr	85.6.1
Petty Cash	5.0.0
Repairs Craswell	27.0.0
Total £562.10.7	

The Bank of Scotland £333.11.6
The report was adopted on the motion of Mrs Rennie & Rigg
Library The Library Committee reported having given attention to the question of magazines & on the report of the Librarian recommended that the list be increased. The sum to be expended not to exceed £20 yha.
The report was adopted on the motion of Mrs Bothwood & Lush.

Confirmed 7/10/21
C. Topp Chairman

Minutes of meeting of the General Committee held on Friday Oct 7. 1921

Present Miss Wigg (Chair) Martin, Martin, Cooke
Thomson, Bothros, Lusk, & Dr. Keeney
apologies were received from Mrs. Keeney
Bathurst, McNally.

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

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

Salary Secular, 29/1	Librarian 29/1	W. Keeney 10/1	55.16.8
Wages Hau Keeney 14/1	Altham 11/1	S. Lusk 7/1	27.4.0
Electric light City of 17 Ell			28.5.11
Gas Methop Gas Co			17.18.4
Books Orelville & Trudgen			20.18.9
Geo Robinson Co			8.0.3
Hurst & Blackett			4.5.9
Hutchinson			2.18.2
Whitcomb & Tombs 11/0	W. Allan 7/1		3.12.6
Sundry books			4.0.2
Books & Magazines Simpkin Marshall			18.7.11
Magazines Gordon & Esler			15.17.6
Newspapers 7 of 11/1			2.19.5
+ Admissionary arrangements			16.9.8
Books Hanson 4/1	Sundries 3/1		
Bandier Mel Fire Brigade 1/1	McNally 1/1		
Repairs Northgate 7/1	Sundries 3/1		
Interest and Society			171.16.8
Book Bandana Duffin			9
Petty Cash			5
Catalogue Melke Mitchell			169.0.0
			£604.6.6

The Cr Balance was £205.1.7
The report was adopted on the motion

of Messrs Martin & Bothros & d
The Secretary, at the request of the Treasurer submitted a statement showing the comparative figures for 1920-1921. Subscriptions should an increase of £234 the Large Hall a decrease of £205 Small Hall an increase of £41 Shops £70 Rooms £41 & Sales £24. a total increase of £196. Expenditure should an increase of £403 the principal increase being Prothier £172 Bondage £53 Rates £89 Interest £73 Law costs £50.

The Finance Committee & the Library Committee recommended that the Thanks of the Committee be accorded the Librarian & Secretary for their work in connection with the catalogue on the motion of Mr. Martin & Mr. Thomson it was decided that

The Thanks of the General Committee be conveyed to the Librarian & the Secretary for their work in connection with the successful publication of the Altham Library catalogue" carried

It was decided that a copy of this minute signed by the Chairman should be given to the Librarian & the Secretary. It was decided on the motion of Mr. Lusk & Mr. Thomson that waste newspaper in future should be sold for the benefit of the Institution.

Papers

Comprised Nov 4 1921
Capt. Wigg Chairman.

Minutes of meeting of the General Committee held on Friday Nov 4. 1921

Present Messrs Wigg (Chair), Martin, ~~Martin~~, Topp, Cooke, Rigg, Bothroyd, Hall, Dr. Smith & Kennison.

Apologies apologies were received from Messrs Rennie Thomson, Walker, Balthurst McNally.

Minutes The minutes of meeting of Oct 7 were read & confirmed

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

Salary Secular	29/1. Librarian	20/198	14/12/1921	19/1.	55-16-8
Travels Hallkeeper	14/1. attendant	11/1.	Extra	3/13/.	28-13
Rates Metrop ² of works					67-14-0
Electric light	City of Melb				13-0-3
Books	Melville & Mullen				9-16-6
"	E Robertson				10-12-6
"	Hulehunsous				4-7-1
"	Whitecomb & Toms				2-14
"	W ⁿ Allan				2-12-6
"	Mag Simpson Marshall				21-2-1
Newspapers	Sundays				2-7-9
Books	Sundays				3-8-4
"	Evans Evans				2
Budget	P. V Morris				3-7-6
Sundays					1-3-9
Budget	Duifer				13-10
					<u>Platz 202. 6-9</u>

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

President The President asked for his leave of absence to be extended to the end of the year. The application was granted with regret. Confirmed See 2-1-1921
C. Wigg Chairman.

Minutes of the Annual Meeting held on Wednesday January 26 1921

Present Messrs Topp (Chair), Rennie, Martin, Thomson, McNally, Wigg, Dr. Rinder & Beattie Smith & 19 other members.

Apologies apologies were received from Messrs Bothroyd & Martin. The Secretary read the notice concerning the meeting.

Minutes The minutes of meeting of 28 Jan 1920 were read & confirmed.

Report & Balance Sheet The report & balance sheet were taken as read on the motion of Mr. Ferguson & Mr. Rennie.

REPORT OF THE COMMITTEE

OF THE

MELBOURNE ATHENÆUM,

FOR THE YEAR 1920.

To be submitted to the Members at the General Meeting, Wednesday, 26th January, 1921, at 8 p.m.

THE Committee of the Melbourne Athenæum submit their report of the transactions of the year 1920, which is the eighty-first since the founding of the Institution.

THE COMMITTEE.

There have been 12 meetings of the General Committee.

The President, Mr. F. A. KERNOT*	attended	1
The Acting President, Mr. C. A. TOPP	"	9
The Vice-President, Dr. A. W. RINDER	"	8
The Treasurer, Mr. CHARLES RENNIE	"	8
Trustee, Mr. GEO. LUSH	"	6
Trustee, Mr. W. A. CALLAWAY	"	8

COMMITTEE:

Mr. Martin	attended	10	Mr. Thomson	attended	7
Mr. Cooke	"	12	Dr. Lewers	"	10
Dr. Kennison	"	10	Mr. McNally	"	8
Mr. Knight†	"	7	Mr. Shew‡	"	5
Mr. Masters	"	7	Mr. Dillon	"	4
Mr. Wigg	"	7	Mr. Bothroyd	"	10
				Dr. Beattie Smith	"	6

* Mr. Kernot died on June 15.
† Mr. Knight died on October 1.
‡ Mr. Shew died on September 2

Your Committee record with deep regret the deaths of Mr. F. A. Kernot (President), Mr. H. M. Knight and Mr. Edward Shew (Ex-Presidents). These gentlemen have rendered the Institution signal service and their loss to the Institution is very great. Mr. C. A. Topp was appointed Acting President for the balance of the year.

The Finance Committee (Messrs. Rennie (Chairman), Kernot, Callaway, Knight, Masters, Thomson, Wigg and Shew); the Library Committee (Drs. Lewers (Chairman), Rinder and Beattie Smith, and Messrs. Lush, Martin, Callaway, Bothroyd, Topp and Kernot); the House Committee (Messrs. Shew, Martin, Cooke, Kernot, McNally, 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 acting President, Vice-President, Treasurer and the following members of the Committee, who are eligible for re-election, retire from office, viz., Messrs Martin, Cooke, Thomson, McNally, Dr. Kennison and Dr. Lewers.

FINANCIAL.

The gross receipts for the year amount to £4453 11s. 1d. an increase of £1092 6s. over 1919, and the gross expenditure to £4527 13s. 10d. an increase of £1518 0s. 9d. as compared with 1919. The revenue from subscriptions, £1172 9s. 3d., is an increase of £317 10s. 9d. and is the largest recorded since 1891. The return from the large hall, £1311 3s. 6d., is the highest on record and shows an increase of £345 19s. 10d. from this source in 1919. Similarly the rents from shops, £1022 1s., is an increase of £234 10s on the receipts for 1919. Your committee has every confidence that the receipts from subscriptions will still further increase and that the revenue from other sources will at least be maintained. On the expenditure side it will be noticed that the salaries and wages of the Staff were increased by £156 17s. and that the amount spent on books, magazines and newspapers was £226 3s. 10d. more than in 1919. During the year extensive improvements and repairs to the property of the Institution were effected at a total cost of £880 7s. 3d. and extraordinary and non-recurring expenditure absorbed £172 4s. 3d. Notwithstanding this unusual outlay the overdraft which at 31/12/19 was £187 11s. 2d. was only increased to £261 13s. 11d. Your Committee feel that in the circumstances this Institution must be regarded as in a most satisfactory position.

IMPROVEMENTS

The improvements referred to above have been effected with due regard to economy and efficiency. Increased accommodation in the biograph box, to which was added a film winding room was necessary to comply with the regulations of the Health Commission. The installation of electric light throughout the building has already proved a boon not only to members in the reading room but to patrons of the Hall. The redecoration of the building inside and out has also met with general approval.

THE LIBRARY

The popularity of the library which has been steadily growing for some years has increased rapidly during the past twelve months with the result that the members roll is larger than it has been since 1892. The arrangements for a direct supply of books and magazines from London has proved most satisfactory. The supply is not however as regular as we could wish on account of the uncertainty of the mail service but as times and shipping become

normal we look to this drawback being removed. During the year a catalogue has been prepared, and arrangements are now being made to have the work printed.

The following donations of works have 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, Pty. Ltd.
- 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.

ANNUAL MEETING.

The Annual Meeting will be held in the Library on Wednesday, January 26, at 8 p.m. 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.

C. A. TOPP, Acting-President.
R. W. E. WILMOT, Secretary.

THE TREASURER IN ACCOUNT CURRENT WITH THE MELBOURNE ATHENÆUM.

For the Year ended 31st December, 1920.

Subscriptions	£1172 9 3	By Balance	£187 11 2
Rent of Large Hall	1311 3 6	Interest on Mortgage and Overdraft	639 14 8
Small Hall	504 11 0	Salaries and Wages	1003 8 8
Front Shops	1022 1 0	Books, Magazines, and Newspapers	654 1 6
Rooms	325 11 0	Gas and Electric Light	240 4 7
Sales	117 15 4	Repairs, Goods, and Sundries	336 12 5
.. .. .	4,463 11 1	Rates	323 18 4
Bank Overdraft	261 13 11	Insurance	136 19 5
.. .. .		Binding	4 13 6
		Postage, Stationery and Petty Cash	38 13 3
		Printing and Advertising	90 10 0
		Auditors	6 6 0
		Catalogue	52 10 0
		Illuminations and Decorations	73 10 0
		Temporary Lighting	46 4 3
		Extraordinary Expenditure	3647 6 7
		on Buildings—	
		Repairs	475 5 6
		Improvements	405 1 9
		880 7 3
			£4,715 5 0

Audited and found correct,

MELBOURNE, 12th January, 1921

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

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	261 13 11
Furniture	750 0 0	Balance	22,988 6 1
	£37,250 0 0		£37,250 0 0

The Report & Balance sheet was adopted on the motion of Mr Topp & Reunne. Mr Briggs of the Chess Club expressed the satisfaction of the Chess players at the arrangements made for them. He suggested some alterations in the supply of newspapers & promised to supply a list.

Vote of Thanks

Mr Ferguson moved & Mr Briggs seconded a vote of thanks to the Returning President & the Committee & this was carried by acclamation. Mr Topp in reply thanked members for their expression of satisfaction & specially referred

Elections

to the good work of the librarian & secretary
President Dr A. W. Rinder
Vice President W. G. H. Wigg
Committee Messrs Martin, Cooke Thomson McNally
D. Reunison Mr Cuthbert Rigg H. Walker
F. H. Featherston G. B. Hall & ~~C. A. Topp~~
Treasurer Mr Charles Reunne
Auditors Messrs John Bishop & L. N. Rainey.

As arranged

25:1:22

A. W. Rinder

Minutes of meeting of the General Committee held on Sunday Dec 2 1921

Present Messrs Wigg (Chair), Lush, Martin, Boothroyd, Dillon, Mastus, Cooke, Thompson
apologies were received from Messrs Topp, Rennie & O'Callaghan.

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

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

Salary Secretary	29/1/1921	58.6.8
Wages Hall Keeper	17/10/1921	31.15
Rates & Taxes	land tax	30.2.
Sundries	Dr. Friends	4.17.6
Electric light	City Council	12.7.5
Books	18 North Mallin 11/4/19, R. Putnam 17/6/19, Whitcomb & Sons 11/6/19, McCallan 7/7/19, Austen Publishing Co 9/11/19, Hunt & Blackett 3/11/19, Hutchinson 17/12/19, Hutchinson 17/12/19, Sampson & Co 14/11/19	
Newspapers	Mills 2/9/19, Safeguard 2/11/19	3.19.6
Advertising	Ford	1.10
Printing &c	Stillwell & Co	17.5.6
	Arbuckle	8.18.3
Sundries		16
Goods	Sundries	5.14.2
	Hanson	3.18.6
Repairs	Newbigen	6.15
	Kempson	28.5.3
	Sundries	3.2.0
Interest	Am. P. Socy	245.0.0
Law costs	reserved to	15.15
Insurance	Richardson Kerr	4.10
Telephone	Rent & Glads	10.16.4
Petty cash		20

TOTAL £570.12.10

The report was adopted on the recommendation

of Messrs Mastus & Dillon. The ~~Finance~~ ^{House} Committee also reported that the leases of the front shops would expire at the end of the year. Mr Lawson & Mr Rowley desired to have up to date shop fronts erected & this could be done at a cost of 1000 pounds under 17 1/2 255. The tenants were prepared to pay 10/- per week & the rent if this were done. The House Committee recommended the work to be done. They also recommended that the leases be renewed at a basic rent of £5.10.0 each or with the extra charge for shop front £6.0.0 per week. After some discussion it was agreed on the motion of Messrs Lush & Mastus to renew the leases as suggested for five years.

Regarding Dickson's lease he was informed that he must pay up his arrears & that no lease be given till that is done.

Langford Hall Two offers to lease the Langford Hall were received one from Deacon the other from Maddock Jamison & Son. The latter offered to spend £4000 on the building. Subsequently Mr Frank Talbot was disclosed as the principal in the latter case & a sub-committee Messrs Lush, Rennie, Cooke & Wigg was appointed to conduct the negotiations.

Library & Upper Hall The house committee also recommended that the damage to Upper Hall & Library caused by recent storm be repaired & that the carvings be repainted approved

Library Committee The report of the Library Committee was adopted.

Confirmed
13 Jan 1922
G. T. Wigg
Chairman

minutes of special meeting of the General Committee
held on Dec 16 1921

Present Messrs Wigg (Chair) Lush, Topp, Cooke, Rigg & Hall
Morton Protheroe, Reemie Thomson McNally
& others.

apology
Dr Beattie with
an apology was received from Dr Kenyon
The secretary reported the death of Dr Beattie Smith
on the motion of Mr Topp & Reemie it was
decided to record a vote of condolence & regret
at Dr Smith's death.

Lease
The secretary reported that the sub-committee
had met Mr F. Tabbot regarding his offer
to lease the main hall and as a result
of a conference Mr Tabbot had now put
his offer in definite shape. after some
discussion the following points were
agreed upon

- 1 lease to be granted for as a weekly rental of £30 payable monthly in advance
- 2 lease to be for 20 years on condition that all improvements effected & existing put in by the lessee be the property of the Institution
- 3 That a deposit of £500 be paid on signing of agreement such £500 be placed on fixed deposit by the Institution & to be refunded to Mr Tabbot on completion of his improvements
- 4 That possession be given on July 15 1922
- 5 That all improvements must be approved of & subject to certificate by the architect of the Institution
- 6 That the right to sublet be subject to the usual clause in such lettings & to include a clause that the sublessee must be "a respectable & solvent person".
- 7 readvantage. That all advertisements in or on the building must be subject to the approval of the Committee
- 8 That the lessee shall be responsible for all lighting

& cleaning

- 9 That the lessee be required to observe the provisions of the Board of Health Municipal & Trades acts in force or to be in force in so far as they apply to the premises leased by him & at his expense carry out their demands & keep the building leased to him in repair
 - 10 That all work done must be in accordance with regulations of the various acts.
 - 11 That the seating installed shall be some the property of the Institution.
 - 12 That the lease shall be drawn by the Institution to the Institution at the lessee's expense.
- The sub-committee Messrs Lush Reemie Rigg Cooke were thanked for their work & the settlement of minor points in the agreement to lease was left to them.

It was also decided to have a plan prepared showing the Hall & rooms included in the lease & a clause in the lease giving the Committee the use of the Committee room. The Committee further decided to give Mr Tabbot a letter that in the event of the Board of Health requiring the exit at the N-East corner of the Hall opened the Committee would bear the expense.

Confirmed
B. J. Wigg 1922
C. St. Wigg
Chairman