

that of adjoining properties. on the motion of Mr Rennie & Mr Martin it was decided that the Treasurer & Secretary should inform the Commissioners.

Ct. Council

Mr Bush, Rennie & Topp were appointed as the Representatives of the Institution on the City Council.

Mr Colman

The Secretary reported that Mr Callaway was about to leave for America & would have a power of attorney, so that some one could act for him.

Richard

Minutes of meeting of the General Committee held on Sept 4. 1925

Present

Mr Bush (chair), Topp, Martin, Thomson, Hall, Cooke, Rennie, Coy, & Dr Kenyon

apologies

apologies were received from Messrs Mackay & Bradley

Minutes

The minutes of meeting of Aug 7 were read & confirmed

Finance

The Finance Committee reported that the Auditors had audited the books & accounts for August & had found them correct & the payment of accounts amounting to £611.5.1 as shown on p. 33 of the cash book were commended. The report was adopted on the motion of Messrs Rennie & Martin.

Town Hall

a letter was read from the City Council asking for the consent of the Trustees to the application of the Council to obtain the portion of the land on the west of the Institution by adverse possession. The solicitors advised a survey & architect's opinion as to buildings. on the motion of Mr Martin seconded by Mr Topp it was decided to approve the application subject to the solicitors, surveyor & architect approving of the agreement

3.L.O

an application by 3.L.O to leave the wireless installation for a museum was approved subject to the Insurance Co's being satisfied

J. W. Stoughton
2/10

Minutes of meeting of the General Committee held on Oct 2 1925

Present

Miss Boothwood (Chair), Thomson, Topp, Maslin, Dillon

Rennie, Cooke, Wigg, ^{Maslin} Had Coy Kenyon attendance

apologies

apologies were received from the President &

W Brearley

Minutes

The minutes of meeting Sept 24 were read &

confirmed

Finance

The Finance Committee reported that the auditors had audited the books & accounts for September and found them correct. They recommended the payment of accounts shown on page 34 of the last book amounting to £1220.6.9. The report was adopted on the motion of Miss Rennie & Wigg.

Townhall

The Secretary reported that Mr Smith the architect who had interviewed the City Surveyor and had obtained a survey of the land proposed to be taken by the City Corporation under adverse possession. The Institution was not affected & the letter as shown herewith was approved.

Rules

The draft rules were considered printed copies being in the hands of members. The rules as printed were adopted save for the following alterations

3. In the first line the words 'existing life members' were added

5. In the second line the words "in the same manner as" were struck out & the word "by" inserted

6. To rule 6 was added rule 6 with the addition of one year for two years

9. In the first line the words 'other than that of a Treasurer' were added

RULES

OF THE

Melbourne Athenæum.

At a Special General Meeting of the Institution known as the Melbourne Athenæum, held on the day of 1925, for the purpose of altering, adding to or rescinding the rules of the Institution, of which meeting notice had been exhibited for three weeks in the reading room thereof, such notice being signed by twenty members, and setting forth in writing a statement of each proposed alteration, amendment and rescission in the rules of the Institution, it has been resolved, with the concurrence of two-thirds of the members present at the meeting, that all existing rules of the Institution be rescinded, and that the following rules be made and substituted therefor, namely:—

THE INSTITUTION.

1. The Melbourne Athenæum, formerly called the Melbourne Mechanics' Institution and School of Arts, hereinafter called the Institution, has for its object the diffusion of literary, scientific, and other useful knowledge, amongst its members. Object of Institution.

2. This object is sought to be obtained by means of a circulating library and reading room, the establishment of classes, and the delivery of lectures. Library, reading-room, &c.

3. The members of the Institution shall be existing life members and honorary members, as per rule 10; and accepted members paying £1 1s. yearly, 12s. 6d. half-yearly, or 7s. 6d. quarterly, or such other sums as the General Committee may from time to time fix. Members.

THE COMMITTEE.

4. The Institution shall be governed by a Committee, hereinafter called the "General Committee," consisting of a President, Vice-President, Treasurer, three Trustees, the retiring President for the year following his year of office, and fourteen members, to be elected in manner hereinafter mentioned; five members of such Committee to form a quorum. Committee, President, &c.

5. The Trustees shall hold office during good behaviour, and any vacancy shall be filled up by the General Committee. Trustees.

6. No person who has not been a member of the Institution for a period of at least six calendar months immediately preceding such election or appointment, shall be eligible to be elected to or serve on the General Committee, and no person shall be eligible to hold office as President, Vice-President, or Treasurer, unless he shall have previously held office on the General Committee for a period of not less than one year. Qualifications to serve in any office.

7. At the Annual General Meeting, the President, Vice-President, Treasurer, and the seven members of the General Committee who have been longest in office without re-election shall retire, and an election by ballot as provided by Rule 8 shall take place to supply the vacancies of such retiring members, who, if otherwise qualified, shall be eligible for re-election.

8. The election of the General Committee, excepting the Trustees, shall be conducted as follows:—

- (a) Candidates for the vacant offices shall be nominated in writing, each nomination shall be signed by two members of the Institution, and by the candidate, and shall be delivered to the Secretary seven clear days before the Annual Meeting, and shall be forthwith posted by him in the Reading Room and Library of the Institution. Retiring members of committee.
- (b) If the number of nominations for any position does not exceed the number of vacancies, the chairman of the Annual Meeting shall declare the person nominated to be duly elected. Election of Committee.
- (c) If the number of persons nominated to fill any vacancy exceeds the number to be appointed, the election shall take place on the Monday following the Annual Meeting, between the hours of 9 a.m. and 6 p.m., and shall be by ballot to be conducted as follows:— Nominations.
 - (1) The Annual Meeting shall appoint a Returning Officer and two Scrutineers, who, in conjunction with the Secretary, shall hold the election. Time of Election.
 - (2) The Secretary shall, on the day of election, supply to every member applying therefor a ballot paper containing the names of the candidates for election. Returning Officer.
 - (3) The member shall forthwith record his vote by erasing the names of all candidates whom he does not desire to be elected, and retaining the names of the candidates he desires to vote for, and he shall forthwith place his ballot paper in a box provided for the purpose. Ballot Papers.
 - (4) As soon as practicable after the close of the poll the Returning Officer and Secretary shall open the ballot box, and in the presence of the Scrutineers count the votes given to each candidate, but no election shall be void on account of the absence of one or both of the Scrutineers. Any ballot paper shall be void if it retain more or fewer names than there are candidates to be elected. The decision of the Returning Officer as to any matter connected with the election shall be final. Method of Voting.
 - (5) In case of an equality of votes the question of who shall be elected shall be settled by the Returning Officer. Counting of Votes.
 - (6) The Returning Officer shall, in writing addressed to the President, declare which candidates, being those who have received the greatest number of votes for any position, have been elected, and the Secretary shall post a copy of such declaration in the Reading Room and Library. Equality of votes.

9. Should any vacancy occur in the General Committee, other than that of a Trustee, whether by resignation or otherwise, it shall be competent for the remaining members thereof to elect a person to supply such vacancy until the next Annual General Meeting; but no election to fill any such vacancy shall take place until the name of the member or members proposed to supply the same shall have been exhibited in the reading room and library for fourteen consecutive days. Vacancies in General Committee.

MEMBERSHIP.

10. The General Committee shall have the power of electing as honorary members persons who shall have conferred any signal benefit on the Institution, provided that no such member shall have a voice in the management thereof unless otherwise qualified. Honorary members.

11. Any person desirous of becoming a member of the Institution shall pay one of the specified subscriptions to the Secretary; the General Committee shall, however, have the power, within one calendar month from the date of payment of such subscription, to refuse membership to such person; and on such refusal the said subscription shall be refunded. Subscribing members.

12. The President or any two members of the General Committee, on the request of a member, may extend to any person, not being a resident of Melbourne or its suburbs, the privilege of free access to the reading room for a period of not more than one calendar month in any year. The name and address of such person shall be entered in an introduction book, to be provided for the purpose. Visitors.

13. The General Committee may, in its absolute discretion, terminate the membership of any member if it considers such action expedient in the interests of the Institution, provided that— Termination of Membership.

- (i) Notice in writing has previously been posted to the address of the member fourteen clear days before the meeting of the General Committee, to deal with the matter, such notice to state the day and hour when the matter will be dealt with, and that the General Committee will consider any statement which the member desires to make, orally or in writing, why such action should not be taken.
- (ii) The resolution to terminate the membership be agreed to by an absolute majority of the members of the General Committee.

14. The General Committee shall lay before the Annual General Meeting in January a report of their proceedings during the past year, and of the existing state and prospects of the Institution; and such report, together with a balance-sheet, showing the receipts and expenditure for the year, with such other information as the General Committee may deem desirable, shall be printed, and a copy thereof furnished, on application therefor, to each of the members free of charge, such balance-sheet to be printed and ready for circulation at least four days previous to such Annual General Meeting. Annual General Meeting.

MEETINGS, OFFICERS, ETC.

15. There shall be an Annual General Meeting of the members of the Institution, in the month of January, notice of which shall be exhibited in the reading room and library for the period of fourteen consecutive days prior to the day of meeting. Annual general meeting.

16. The President may, and on the request of twenty members of the Institution shall, at any time call a Special General Meeting by advertisement in at least two daily newspapers published in Melbourne, at least seven days prior to the day of meeting, stating the object for which the same is to be held, and notice of such meeting shall be exhibited in the reading room and library; but no business other than that stated in the advertisement shall be transacted at such meeting, which may from time to time be adjourned to a date to be fixed by the meeting. No new business shall be entered upon at any such adjourned meeting. Special general meetings.

17. The General Committee shall meet once at least in every calendar month, on such day and at such hour as they may from time to time appoint, but extraordinary meetings for special purposes may be called by the President, or by any three members of the General Committee, at any time. A circular, stating the business to be transacted at every meeting, shall be sent to each member of the General Committee by the Secretary, at least one clear day prior to the date of holding the same.

18. The President or Vice-President shall take the chair at each Annual General, Special General, and General Committee Meeting; but in the event of neither being present, the meeting shall appoint a chairman for the occasion from among those present. Chairman.

19. The Secretary shall enter the minutes of every meeting in a book provided for the purpose, which minutes shall be read at the succeeding meeting, when, if found correct, they shall be confirmed and certified to by the chairman affixing his signature thereto. Minutes.

20. All questions brought under discussion at any Annual General, Special General and General Committee Meeting, shall be decided by the majority of the members present by show of hands, the chairman having, in case of an equality, a second or casting vote; but in the event of the chairman, or any three members, being doubtful on which side the majority may be, he or they may demand a division, and the chairman's declaration of the result thereof shall be final. Chairman's casting vote, division.

21. The Chairman may direct that any motion and also any amendment made at Annual General, Special General and General Committee Meetings shall be reduced to writing by the proposer, and seconded by some other member before it be taken into consideration. Motions to be reduced to writing.

22. One amendment only upon any motion shall be discussed at a time, but if such amendment be lost, another may be moved before the original motion is put to the vote. Amendments.

23. No proposition for rescinding any previous decision of the General Committee shall be entertained, unless notice thereof shall have been given in writing to the Secretary one week prior to the meeting at which the same is to be considered; and the Secretary shall supply a copy of every such notice in the circular convening the meeting. Rescission of previous decisions.

24. Any member of the General Committee, excepting a Trustee, who shall fail to attend the meetings of the General Committee during the period of three consecutive calendar months, shall be held to have vacated his seat, unless reasonable cause, to the satisfaction of the General Committee, be assigned for such absence. Members absent from three regular meetings General Committee.

25. The General Committee shall have the custody, care and superintendence of the property of the Institution, the appointment and dismissal of the Secretary and all other salaried officers, and the general management of the affairs of the Institution. Powers of General Committee.

26. The Trustees for the time being of the Institution whenever thereunto requested by a resolution of the General Committee, shall sign, seal, deliver and execute all mortgages, leases, contracts, agreements and other instruments, and shall do, execute and perform all acts, deeds, matters and things which may be necessary or expedient to give full effect to any exercise or intended exercise of all or any of the powers and authorities conferred by these rules, or any of them, upon the General Committee. Trustees to sign documents.

27. The General Committee may appoint sub-committees of their number for particular purposes, and at the meetings of such sub-committees two shall form a quorum, but no decision of any such sub-committee shall be final or binding until approved and confirmed by the General Committee. Sub-committees.

28. No member of the General Committee shall be allowed to supply the Institution with any article from which he derives a profit, unless the same be tendered for publicly; or to take any office of emolument connected therewith, except that of lecturer. Member of committee not to supply articles.

29. The General Committee may sell or exchange any books, periodicals and newspapers, or any other personal property which they may consider unnecessary to be retained in the library or reading-room, and the proceeds shall be paid over to the funds of the Institution. Power to sell or exchange books, &c.

30. The General Committee shall have the power of passing regulations for the management of the Institution, and of altering and varying the same, and notice of such regulations, alterations and variations shall be posted in the reading room and library. Regulations.

31. Notwithstanding anything in these rules contained or implied, the General Committee, without any further or other authority than this rule:—

(i) May construct, alter, enlarge, pull down, remove, or replace any buildings or walls, or any part or parts thereof respectively, on the real estate of the Institution, and/or may authorise, empower or direct any lessee or lessees or other person or persons to do any of such things, and/or may join with any lessee or lessees or other person or persons in doing any of such things. Alterations.

(ii) May let on lease any part or parts of the said real estate, and/or the erection thereon, from year to year or for any term or terms of years, at such rent or rents, and upon and subject to such terms, covenants, stipulations and conditions and with such powers and authorities in all respects as the General Committee in their absolute discretion shall think reasonable, and every intending lessee shall assume that the General Committee has full and ample power and authority to grant such lease or leases as and in manner aforesaid. Granting of Leases.

(iii) May acquire, create, reserve, surrender and accept surrenders of or otherwise deal with any rights or easements of or relating to or in any manner affecting the whole or any part or parts of the said real estate or the buildings or erections thereon, and every person concerned or interested therein shall assume that the General Committee has full and ample power and authority to do all or any of the matters in this present clause mentioned. Rights and Easements.

FINANCE.

32. The Secretary shall collect and receive all subscriptions, contributions, and other moneys, and shall give receipts for the same on behalf of the Institution. Secretary to receive all moneys.

33. All moneys received from time to time by the Secretary on account of the Institution shall be paid by him into the bank of the Institution as soon as practicable, and, in any case, once a week. Payment into bank.

34. Except for petty cash disbursements, payments shall be made on account of the Institution by cheques only, drawn by the Treasurer and countersigned by the Secretary; but in no case shall any cheque be issued until the account in respect of which the same is drawn has been submitted to and approved of by the General Committee, such approval to be certified by the Chairman on the face of the warrant authorising the payment of such account. Disbursements.

35. The General Committee may at any time obtain an advance of any sum, or sums, of money, not exceeding in the whole the sum of £2,000, for the purpose of carrying out the objects of the Institution, and paying the necessary expenses connected therewith, and incidental thereto, and any interest on any advance to the Institution. Advances Power to obtain.

36. The Treasurer shall make up his accounts to the 31st December in each year, and shall lay the same before the General Committee at their meeting next ensuing that date; such accounts, together with all vouchers relating thereto, shall forthwith be referred to the Auditors for their examination and report. Treasurer's accounts.

37. Subject to the provisions herein contained, the property of the Institution shall be vested, for the use and benefit of the members, in the Trustees for the time being of the Institution. Trustees—Property Vested in.

38. The real estate of the Institution shall be held upon the trusts set forth in these rules, subject nevertheless to any addition thereto or alteration thereof which may be hereafter made as herein provided. Real estate.

39. Two-thirds of the members present at two consecutive Special General Meetings of the Institution, duly convened for the purpose, may authorise the General Committee as follows, viz.:— Borrowing powers, mortgage, &c.

1. To borrow, in addition to any existing mortgage already on the Institution, such sum or further sum of money as may be necessary for the purpose of extending the buildings and making any additions thereto or alterations thereof.
2. To borrow such a sum of money sufficient to pay off any existing mortgage on the property, and for the purpose of extending the buildings and making any additions thereto or alterations thereof as the General Committee may determine, and the repayment of all such moneys, with interest thereon, shall be secured by a mortgage over the real property of the Institution, or such portion thereof as shall be determined upon; and any mortgage to be made in pursuance of this rule may contain a power of sale and such other powers and provisions as the General Committee, by the advice of the solicitors of the Institution, shall think fit, and no intending mortgagee shall be in any manner concerned to inquire whether the formalities necessary to authorise the borrowing of such money have been complied with or not, nor be in any manner bound to see that the money borrowed is properly applied.

THE LIBRARY.

40. The Library shall consist of two branches, viz., a reading room and library of reference, and a library of circulation. Works of reference shall be open for inspection only at the Institution; but all other works may be obtained by the members for perusal at their own homes. a Reading Room and Reference Library.

41. The Library and Reading Room shall be opened daily during such hours as the General Committee shall think fit, excepting on Sundays, Christmas Day, Good Friday, and such other day or days and during such hours as the Committee may determine. Hours when library open.

42. A book shall be kept in the library, in which any member may enter, for the consideration of the General Committee, any suggestions which he may consider proper to make relative to the purchase of books, papers, or apparatus, or respecting the management of any department of the Institution; such entry to be signed by the member making it, and such book shall be laid before the General Committee at each monthly meeting if required. Suggestion book.

RULES.

43. In the event of any doubt or difficulty arising as to the construction to be placed upon any or either of these rules, or any portion of them, the General Committee shall have power to interpret the same, and such interpretation shall be final and conclusive. Meaning of rules.

44. The rules of the Institution may be altered, added to, or rescinded with the concurrence of two-thirds of the members present at a Special General Meeting, and after notice in writing of each proposed alteration, addition, or rescission, signed by at least twenty members, has been exhibited in the reading room for three weeks prior to such meeting. Alteration of rules.

45. The production of a document purporting to be a printed copy of these rules, shall be prima facie evidence of the due making and existence of such rules, and of the time at which the same came into force, without further proof of the making of such rules or the performance of any condition, or the doing of any act, or the lapse of any time respectively necessary to give them validity. Proof of Existence of Rules.

POWER TO DISSOLVE.

46. No resolution for dissolving the Institution, or for selling all or any part of the freehold property thereof, shall be effective until it has been consented to by at least nine-tenths of the members thereof present at two consecutive Special General Meetings duly convened for such purpose. Consent of nine-tenths members present at two consecutive meetings.

11th Sept..

B.

The Town Clerk,

MELBOURNE.

Dear Sir,

In reference to your letter of 25th ult. regarding the "L" shaped lane on the plan submitted by you, I have to say that the Trustees are prepared to give their consent to your application for a title to this lane on condition that your Council give an undertaking that if the removal of the Coffee Palace wall running east and west and ending under a concrete beam should weaken that beam this will be made good to the satisfaction of our architects, Messrs. Sydney Smith, Ogg & Sarpell.

The survey plan will make more clear just the portion affected, and Mr. Winstanley, who with our architect Mr. Sydney Smith inspected the site with me, is in full possession of all the circumstances relating to the position. Neither Mr. Winstanley nor Mr. Sydney Smith anticipates any difficulty, but in order to make the position certain it will be necessary in preparing your plans and specifications to safeguard this portion of our wall.

I return your plan herewith.

Yours faithfully,

S R W E Winstanley
Secretary.

Note: I have indicated with the letter "A" on the plan the point to which I refer.

RECEIPTS & EXPENDITURE

Comparative Statement.

<u>Receipts</u>		£	s.	d.
Sept.	1924	297.	2.	4
"	1925	529.	7.	6
9 months	1924	4703.	3.	9
"	1925	4963.	6.	11

<u>Subscriptions</u>		£	s.	d.
Sept.	1924	179.	7.	9
"	1925	192.	0.	3
9 months	1924	1656.	1.	2
"	1925	1849.	13.	3

<u>Expenditure</u>		£	s.	d.
Sept.	1924	633.	10.	8
"	1925	611.	5.	1
9 Months	1924	4145.	4.	6
"	1925	4239.	19.	0

<u>Bank Balance</u>		£	s.	d.
Sept.	1924	583.	0.	4
"	1925	1033.	3.	8

RECEIPTS & EXPENDITURE

Comparative Statement.

<u>Receipts</u>		£	s.	d.
October	1924	486.	2.	0
"	1925	528.	17.	6
10 months	1924	5189.	5.	9
"	1925	5492.	4.	5

<u>Subscriptions</u>		£	s.	d.
October	1924	156.	19.	0
"	1925	172.	8.	3
10 months	1924	1843.	0.	2
"	1925	2022.	7.	6

<u>Expenditure</u>		£	s.	d.
October	1924	293.	12.	6
"	1925	1220.	6.	9
10 months	1924	4438.	19.	0
"	1925	5460.	5.	9

<u>Bank Balance</u>		£	s.	d.
October	1924	775.	7.	10

42 In 2nd line words from game to open deleted and the words "during such hours as the General Committee shall think fit" substituted. The word "or" inserted after "at the last time" and "as the General Committee may determine" ^{red}
23 This was struck out - The first three lines of rule 28 substituted.

30 In lines 2 & 3 the words "as soon as the same amount to the sum of £25" was deleted and "as soon as practicable" and in any case once a week substituted.

Mr Topp moved } That the rules as printed
Mr Martin seconded } & amended be adopted by the
Committee & submitted to the next meeting to
fix a date for the special general meeting - carried.
Mr Martin moved Mr Trastis seconded that a
vote of thanks be conveyed to the sub-committee
Messrs Lush Topp & Dillon carried.

Minutes of Meeting of the General Committee
held on Friday Nov. 6. 1925

Present Messrs Lush (Chair) Bodnord, Trastis, Reuben Dillon
Hall, Coy, Thomson, & Kenyon

apologies apologies were received from Messrs Brearly, Cooke
Trigg & Topp

Minutes The minutes of meeting of Oct 21st 2 were read
& confirmed.

Finance The Finance Committee reported that the
auditor had audited the books & accounts
for Oct 21st & had found them correct. They
recommended the payment of accounts as
shown on page 35 of the Cash book amounting to
£309-16-2. They also submitted a report on
Insurance as set forth in the minutes of the
Finance Committee.
The report was adopted on the motion of Mr
Reuben & Trastis.

Rules The final draft of the new rules to be submitted
to a general meeting of members was submitted
with some minor alterations was adopted. The full
text of the rules to be submitted is shown as
insert - to this page. The following resolution was

1302189

Handwritten scribbles and notes on the left margin.

unanimously adopted

"Referring to the resolution of meeting of November 6 re the adoption of the amended rules on further consideration the rules were still further slightly amended and now are adopted as finally settled for submission to the General meeting of members to be held on Wednesday December 9 at 8 p.m. in the Art Gallery"

Finance

The financial statement as shown hereunder was adopted

Leobush
4/12/25

Minutes of special General meeting of members held in The Art Gallery on Wednesday December 9, 1925 in accordance with notice inset herein posted in the Reading room for three weeks. The notice is shown inset herein ~~opp.~~

Present

The President in the chair, Messrs Boothrod, Topp, Reunie Coy, Mcgg, Thomson, (members of Committee), Evans Cuthill (life members) and thirteen other members.

Notice of Meeting

The Secretary read the notice concerning the meeting. The President explained the reason for calling the meeting.

Mr. Topp went through the rules section and explained the various alterations & recessions.

The Chairman moved

Mr. Gates seconded

"That the rules as altered and amended and printed be adopted as the rules of The Melbourne Athenaeum"

Carried unanimously

The meeting then closed

The rules are shown inset herein opposite page 175 & 176. end

Leobush

RECEIPTS & EXPENDITURE
Comparative Statement

		£	s.	d.
<u>Receipts</u>	November 1924	463.	3.	10
	" 1925	518.	10.	9
	11 months 1924	5652.	9.	7
	" 1925	6010.	15.	2
<hr/>				
<u>Subscriptions</u>	November 1924	127.	5.	0
	" 1925	151.	16.	6
	11 months 1924	1970.	5.	2
	" 1925	2173.	18.	0
<hr/>				
<u>Expenditure</u>	November 1924	249.	8.	1
	" 1925	309.	16.	2
	11 months 1924	4688.	7.	1
	" 1925	5770.	1.	11
<hr/>				
<u>Bank Balance</u>	November 1924	989.	3.	7
	" 1925	550.	9.	0

ESTIMATED RECEIPTS & EXPENDITURE
FOR DECEMBER, 1925.

		£	s.	d.
<u>Receipts</u>				
Balance as per Cash Book		550	9	0
<u>Estimated Receipts-</u>				
Subscriptions	225			
Talbot Lease	164			
Refund of Insurance	372			
Small Hall	60			
Shops	106			
Rooms	45			
Salos	25			
Coffee Palace	61			
		1058	0	0
		1608	9	0
Accounts passed for payment		1080	7	4
		£ 528.	1.	8

W. E. WILMOT,
SECRETARY.

... The Melbourne Athenæum ...

188 Collins Street,

Melbourne, November 17, 1925.

SPECIAL GENERAL MEETING.

Notice is hereby given that

A SPECIAL GENERAL MEETING

of members will be held in the Art Gallery of the Institution on

WEDNESDAY, DECEMBER 9, 1925.

at 8 o'clock p.m.

BUSINESS:

To consider and adopt alterations, additions and rescissions
of the rules in accordance with the provisions of Rule 54.

W. E. Wilmot

Secretary.

THE MELBOURNE ATHENAEUM

REVISION OF RULES

The general committee having revised the rules of the Institution, adopted at a special general meeting of members held at the Institution on the twentyfourth day of August in the year 1876, together with all amendments of and additions thereto, and having in accordance with Rule 21 called

A SPECIAL GENERAL MEETING

to be held in the Art Gallery of the Institution on

WEDNESDAY, DECEMBER 9, 1925,

at 8 o'clock in the evening.

We the undersigned being members of the Institution in accordance with Rule 54 hereby sign the notice of the proposed alterations, additions and rescissions which are set forth in detail on the sheets hereto annexed, and which for the purpose of identification are signed by the Secretary.

G. A. Jackson Smith.

H. A. Flinders.

W. Harley

H. H. Turner

Russ Haslam

M. H. Elliot

J. H. Vacker

G. B. Hall

H. A. Hunt

W. J. Gales

J. Smith

G. H. Alpass

S. A. Wilson

J. Schofield

J. J. Diggins

H. Hunt

J. B. Schooling

B. Carey

Williams Long

James D. Waters

Walton G. K. Gurnell

A. O. O'Han

REVISION OF RULES

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A SPECIAL GENERAL MEETING

to be held in the Art Gallery of the Institution on

WEDNESDAY, DECEMBER 9, 1925.

at 8 o'clock in the evening.

we the undersigned being members of the Institution in accordance with Rule 24 hereby sign the notice of the proposed alterations, additions and rescissions which are set forth in detail on the sheets hereto annexed, and which for the purpose of identification are signed by the Secretary.

[Handwritten signatures in left column]

[Handwritten signatures in right column]

THE MELBOURNE ATHENAEUM

Proposed alterations, additions and rescission of Rules, to be presented to a special General Meeting of the Members of the Institution, on Wednesday 9th December, 1925.

THE ASSOCIATION OF ENGINEERS

Proposed alterations, additions and rescission of Rules presented at a special General Meeting of the members of the Institution on Wednesday 23rd December, 1933.

Handwritten notes and signatures in the left margin, including names like "W. J. ..."

- Rule 1. To be amended by the insertion in the first line after the word "Athenaeum" the words "formerly called the Melbourne Mechanics Institution and School of Arts."
- " 3. To be rescinded and the following rule adopted therefor:-
3. "The members of the Institution shall be existing Life Members, Honorary Members as per rule 10; and accepted Members paying £1-1-0 yearly, 12s.6d. half-yearly or 7s. 6d. quarterly or such other sums as the General Committee may from time to time fix."
- " 4. To be amended by the insertion after the word "Trustees" in the third line, the words "the retiring President for the year following his year of office" (these words were formerly rule 14 which is now deleted).
- " 5. To be amended by the excision of the word "present," in the first line, and the excision of all the words after the word "vacancy" in the second line and the substitution therefor of the words "by the General Committee."
- " 6 & 7. To be rescinded and a new rule to be adopted thus :-
"6. No person who has not been a member of the Institution for a period of at least six calendar months immediately preceding such election or appointment shall be elected to serve on the General Committee and no person shall be eligible to hold office as President Vice-President or Treasurer unless he shall have previously held office on the General Committee for a period of not less than one year."
- Rules 8 to 13 To be rescinded and to be replaced by the following :-
"7. At the Annual General Meeting, the President, Vice-President, Treasurer, and the seven members of the General Committee who have been longest in office without re-election shall retire, and an election by ballot as provided by Rule 8 shall take place to supply the vacancies of such retiring members, who, if otherwise qualified, shall be eligible for re-election.
8. The election of the General Committee, excepting the Trustees, shall be conducted as follows :-
(a) Candidates for the vacant offices shall be nominated in writing, each nomination shall be signed by two members of the Institution, and by the candidate, and shall be delivered to the Secretary seven clear days before the Annual Meeting, and shall be forthwith posted by him in the Reading Room and Library of the Institution.
(b) If the number of nominations for any position does not exceed the number of vacancies, the chairman of the Annual Meeting shall declare the person nominated to be duly elected.
(c) If the number of persons nominated to fill any vacancy exceeds the number to be appointed, the election shall take place on the Monday following the Annual Meeting, between the hours of 9 a.m. and 6 p.m., and shall be by ballot to be conducted as follows :-
(1) The Annual Meeting shall appoint a Returning Officer and two Scrutineers, who, in conjunction with the Secretary, shall hold the election.
(2) The Secretary, shall, on the day of the election,

R. W. S. ...

supply to every member applying therefor a ballot paper containing the names of the candidates for election.

- (3) The member shall forthwith record his vote by erasing the names of all candidates whom he does not desire to be elected, and retaining the names of the candidates he desires to vote for, and he shall forthwith place his ballot paper in a box provided for the purpose.
- (4) As soon as practicable after the close of the poll the Returning Officer and Secretary shall open the ballot box, and in the presence of the Scrutineers count the votes given to each candidate, but no election shall be void on account of the absence of one or both of the Scrutineers. Any ballot paper shall be void if it retain more or fewer names than there are candidates to be elected. The decision of the Returning Officer as to any matter connected with the election shall be final.
- (5) In case of an equality of votes the question of who shall be elected shall be settled by the Returning Officer.
- (6) The Returning Officer shall, in writing addressed to the President, declare which candidates, being those who have received the greatest number of votes for any position, have been elected, and the Secretary shall post a copy of such declaration in the READING Room and Library.

- Rule 14 To be rescinded (the object of the rule is attained by the insertion of similar words in rule 4.)
- " 15 To become rule 10.
- " 16 To be rescinded.
- " 17 To become rule 11 and to be amended by the insertion in line 4 after the word "one" the word "calendar."
- " 18 To be rescinded.
- " 19 To be amended to read :-
"13. The President or any two members of the General Committee, on the request of a member, may extend to any person, not being a resident of Melbourne or its suburbs, the privilege of free access to the reading room for a period of not more than one calendar month in any year. The name and address of such person shall be entered in an introduction book, to be provided for the purpose.
- " 20 To become rule 15 and to be amended by the excision of the words "to commence at 8 o'clock on the evening of the last Wednesday" in the second and third lines and the excision of the words "shall be advertised in at least two daily newspapers published in Melbourne and such" in the fourth and fifth lines and the insertion of the word "consecutive" before the word "days" the last line.
- Rules 21 & 22 To be rescinded and the following rule substituted therefor :-
"16. The President may, and on the request of twenty members of the Institution shall, at any time call a Special General Meeting by advertisement in at

P. W. S. Wilson
Secretary

- 1. Rule 1 To be amended by the insertion in the first line after the word "Institution" the words "formerly known as the Melbourne Mechanics Institution and School of Arts."
- 2. To be rescinded and the following rule substituted therefor:-
"The members of the Institution shall be entitled to the following privileges: Honorary Members, Life Members, and Members who have been elected to the office of President, Vice-President, Treasurer, Secretary, and members of the General Committee shall be eligible to hold office as and no person shall be eligible to hold office as President, Vice-President or Treasurer unless he shall have previously held office on the General Committee for a period of not less than one year."
- 3. To be amended by the insertion after the word "Trustees" in the third line, the words "the returning officer" and the words "the year following his year of office" (these words were formerly in the line which is now deleted).
- 4. To be amended by the excision of the word "present" in the first line, and the excision of all the words after the word "vacancy" in the second line and the substitution therefor of the words "by the General Committee."
- 5. To be rescinded and a new rule to be added there:-
"No person who has not been a member of the Institution for a period of at least six calendar months immediately preceding such election or appointment shall be eligible to serve on the General Committee and no person shall be eligible to hold office as President, Vice-President or Treasurer unless he shall have previously held office on the General Committee for a period of not less than one year."
- 6. Rules 8 to 13 To be rescinded and to be replaced by the following:-
"At the Annual General Meeting, the President, Vice-President, Treasurer, and the seven members of the General Committee who have been longest in office without re-election shall retire, and an election by ballot as provided by Rule 8 shall take place to supply the vacancies of such retiring members, who, if otherwise qualified, shall be eligible for re-election."
"The election of the General Committee, excepting the Treasurer, shall be conducted as follows:-
(a) Candidates for the vacant offices shall be nominated in writing, each nomination shall be signed by two members of the Institution, and by the candidate, and shall be delivered to the Secretary seven days before the Annual Meeting, and shall be forthwith posted by him in the Reading Room and Library of the Institution.
(b) If the number of nominations for any position does not exceed the number of vacancies, the chairman of the Annual Meeting shall declare the person nominated to be duly elected.
(c) If the number of persons nominated to fill any vacancy exceeds the number to be appointed, the election shall take place on the Monday following the Annual Meeting, between the hours of 9 a.m. and 5 p.m., and shall be conducted as follows:-
(1) The Annual Meeting shall appoint a returning officer and two scrutineers, who, in conjunction with the Secretary, shall hold the election.
(2) The Secretary shall, on the day of the election,

supply to every member applying therefor a ballot paper containing the names of the candidates for election.

(3) The member shall forthwith record his vote by marking the names of all candidates whom he desires to be elected, and retaining the names of the candidates he desires not to vote for, and he shall forthwith place his ballot paper in a box provided for the purpose.

(4) As soon as practicable after the close of the poll the Returning Officer and Secretary shall open the ballot box, and in the presence of the scrutineers and of such candidates as may be present, shall give to each candidate the number of votes he has received, and shall also give to each candidate a copy of the names of the persons who have voted for him, and shall also give to each candidate a copy of the names of the persons who have not voted for him, and shall also give to each candidate a copy of the names of the persons who have voted for other candidates.

(5) In case of an equality of votes the question who shall be elected shall be settled by the Returning Officer.

(6) The Returning Officer shall, in writing addressed to the President, declare which candidate being those who have received the greatest number of votes for any position, have been elected, and the Secretary shall post a copy of such declaration in the READING ROOM and Library.

To be rescinded (the object of the rule is attained by the insertion of similar words in rule 4.)
To be rescinded.
To be rescinded.
To be rescinded.
To be rescinded.
To be rescinded.

The President or any two members of the General Committee, on the request of a member, may extend to any person not being a member of the Institution the privilege of the reading room for a period of not more than one calendar month in any year. The name and address of such person shall be entered in an institution book, to be provided for the purpose.

To become rule 14 and to be amended by the addition of the words "to commence at 8 o'clock on the evening of the last Wednesday" in the second and third lines and the excision of the words "and in the morning" and the addition of the words "and in the morning" in the fourth and fifth lines and the insertion of the word "consecutive" before the word "day" in the last line.

To be rescinded and the following rule substituted therefor:-
The President may, and on the request of twenty members of the Institution shall, at any time call a Special General Meeting by advertising in a

least two daily newspapers published in Melbourne, at least seven days prior to the day of meeting, stating the object for which same is to be held, and notice of such meeting shall be exhibited in the reading room and library; but no business other than that stated in the advertisement shall be transacted at such meeting, which may from time to time be adjourned to a date to be fixed by the meeting. No new business shall be entered upon at any such adjourned meeting.

- Rule 23. To become rule 17 and to be amended by the insertion of the word "calendar" after the word "every" in the second line.
- " 28. To become rule 23 and to be amended by the rescission of all the words after the word "upon" in the fourth line.
- " 30. To become rule 24 and to be amended by the excision of the words "of the fourteen members" in the first line and the substitution therefor of the word "member" and the insertion in the second line after the word "committee" of the words "excepting a Trustee."
- " 31. To become rule 25 and to be amended by the insertion after the word "of" in the third line of the words "the Secretary and" and after the word "all" in the third line of the word "other."
- " 32. To be rescinded and the following rule substituted therefor :-
"13. The General Committee may, in its absolute discretion, terminate the membership of any member if it considers such action expedient in the interests of the Institution, provided that -
(1) Notice in writing has previously been posted to the address of the member fourteen clear days before the meeting of the General Committee, to deal with the matter, such notice to state the day and hour when the matter will be dealt with, and that the General Committee will consider any statement which the member desires to make, orally or in writing, why such action should not be taken.
(11) The resolution to terminate the membership be agreed to by an absolute majority of the members of the General Committee.
- " 37. To become rule 9 and to be amended by the addition of the words "other than that of a Trustee" in the first line after the word "committee" and of the word "consecutive" after the word "fourteen" in the last line.
- " 38. To become rule 14.
- " 40. To become rule 33 and to be amended by the excision of the words "so soon as the same amount to the sum of £25" in the second and third lines and the addition of the words "as soon as practicable and in any case once a week" after the word "Institution" in the fourth line.
- " 42. To be rescinded.
- " 44. To become rule 37 and to be amended by the rescission of all the words after the word "Institution" in the fourth line.
- " 46B To be rescinded.
- " 46 (see 3) To become rule 35.

R. W. S. Whitcomb
Secretary

Rule 47.

To be rescinded and to be replaced by rule 26 identical with old rule 47B reading thus :-

"26. The Trustees for the time being of the Institution whenever thereunto requested by a resolution of the General Committee, shall sign, seal, deliver and execute all mortgages, leases, contracts, agreements and other instruments, and shall do, execute and perform all acts, deeds, matters and things which may be necessary or expedient to give full effect to any exercise or intended exercise of all or any of the powers and authorities conferred by these rules, or any of them, upon the General Committee."

Rules 48 & 49.

To be rescinded and replaced by :-

"40. The Library shall consist of two branches, viz., a reading room and library of reference, and a library of circulation. Works of reference shall be open for inspection only at the Institution; but all other works may be obtained by the members for perusal at their own homes.

" 50.

To be rescinded and to be replaced by rule 41 to read thus :-

"41. THE Library and READING Room shall be opened daily during such hours as the General Committee shall think fit, excepting on Sundays, Christmas Day, Good Friday, and such other day or days as the General Committee may determine.

" 50 a.

To be rescinded.

" 51.

To be rescinded.

NEW RULE.

The following new rule to be adopted :

"45. The production of a document purporting to be a printed copy of these rules, shall be prima facie evidence of the due making and existence of such rules, and of the time at which the same came into force, without further proof of the making of such rules or the performance of any condition, or the doing of any act, or the lapse of any time respectively necessary to give them validity.

These are the proposed alterations, additions and rescissions of rules referred to in the notice of the Meeting dated November 18th, 1925.

R. W. Milner
Secretary

...two daily newspapers published in London...
...at least cover every day...
...the object of which is to be held...
...of such meeting shall be...
...but no business other than...
...reading room and library...
...shall be transacted...
...in the advertisement...
...of such meeting...
...which may be fixed...
...to be fixed by the meeting...
...new business shall be entered upon...
...at any such meeting.

To become rule 17 and to be amended by the insertion of the word "every" after the word "whenever" in the second line.

To become rule 23 and to be amended by the insertion of all the words after the word "upon" in the fourth line.

To become rule 24 and to be amended by the insertion of the words "of the former members" in the first line and the substitution therefor of the word "members" and the insertion in the second line after the word "committee" of the words "excepting a trustee".

To become rule 25 and to be amended by the insertion after the word "of" in the third line of the words "the Secretary" and after the word "all" in the third line of the words "other".

To be rescinded and the following rule substituted therefor :-

"13. The General Committee may, in its absolute discretion, terminate the membership of any member if it considers such action expedient in the interests of the Institution, provided that -

(I) Notice in writing has previously been posted to the address of the member fourteen clear days before the meeting of the General Committee, to deal with the matter, such notice to state the day and hour when the matter will be dealt with, and that the General Committee will consider any statement which the member desires to make, orally or in writing, why such action should not be taken.

(II) The resolution to terminate the membership be agreed to by an absolute majority of the members of the General Committee.

To become rule 9 and to be amended by the addition of the words "other than that of a trustee" in the first line after the word "committee" and of the word "consecutive" after the word "fourteen" in the last line.

To become rule 14.

To become rule 22 and to be amended by the insertion of the words "as soon as the same amount to the sum of £25" in the second and third lines and the addition of the words "as soon as practicable and in any case once a week" after the word "Institution" in the fourth line.

To be rescinded.

To become rule 37 and to be amended by the insertion of all the words after the word "Institution" in the fourth line.

To be rescinded.

To become rule 38 (see 3)

R. W. Milner
Secretary

Minutes of meeting of the General Committee held on December 4, 1925.

Messrs Lush (Chair) Boothwood, Martin, Maslin, Mugg, Topp, Coy, Rennie, Thomson Dr Kenison & Altman
apologies were received from Mr Brearley & Hooke
The meeting of November 6 minutes were read & confirmed.

The Finance committee reported that the auditors had audited the books & accounts and had found them correct the accounts as shown on page 35 of the Cash Book. The Committee recommended payment of accounts amounting to £1065.7.4. as shown on page 36 of the Cash Book. The report was adopted on the motion of Messrs Rennie & Martin

The Treasurer explained the financial position & gave a statement of the comparative position for 11 months 1924/1925 & also an estimate of the receipts for December showing a probable balance at Dec 31 of £528-

The Secretary reported that the lease to Frank Talbot & Co had been signed by both parties. The solicitors however advised that the Full Court had decided that a Trustee could not delegate any of his powers to an attorney, under Power & thus it had been necessary to send a copy of the lease to Mr Callaway in amended form for his signature. Meanwhile the lease had accepted the signatures of Mr Lush & Rennie

The Secretary reported that the rules to be submitted to the Special General meeting had been printed & produced copies

a letter was read from the Victoria Coffee Palace regarding slight laws & Mr Sedgwick's report thereon. It was decided to reply in the terms suggested by Mr Smith

J. Lush

present

apologies

minutes

lease

Rules

Victoria Coffee Palace

Minutes of meeting of the General Committee held on December 4, 1925.

The minutes of the meeting of the General Committee held on November 6, 1925, were read and confirmed. The Finance Committee reported that the auditors had audited the books and accounts and had found them correct. The accounts as shown on page 35 of the Cash Book were correct. The Committee recommended payment of accounts amounting to £1065.7.4. as shown on page 36 of the Cash Book. The report was adopted on the motion of Messrs Rennie & Martin.

The Treasurer explained the financial position and gave a statement of the comparative position for 11 months 1924/1925 and also an estimate of the receipts for December showing a probable balance at Dec 31 of £528-

The Secretary reported that the lease to Frank Talbot & Co had been signed by both parties. The solicitors however advised that the Full Court had decided that a Trustee could not delegate any of his powers to an attorney, under Power & thus it had been necessary to send a copy of the lease to Mr Callaway in amended form for his signature. Meanwhile the lease had accepted the signatures of Mr Lush & Rennie.

The Secretary reported that the rules to be submitted to the Special General meeting had been printed and produced copies.

A letter was read from the Victoria Coffee Palace regarding slight laws and Mr Sedgwick's report thereon. It was decided to reply in the terms suggested by Mr Smith.

The Secretary reported that the lease to Frank Talbot & Co had been signed by both parties.

The Secretary reported that the rules to be submitted to the Special General meeting had been printed and produced copies.

Minutes

The following was the result of the meeting:

The minutes of the meeting of the General Committee held on November 6, 1925, were read and confirmed. The Finance Committee reported that the auditors had audited the books and accounts and had found them correct. The accounts as shown on page 35 of the Cash Book were correct. The Committee recommended payment of accounts amounting to £1065.7.4. as shown on page 36 of the Cash Book. The report was adopted on the motion of Messrs Rennie & Martin.

There are the proposed alterations and additions to the rules referred to in the notice of the meeting dated November 19th, 1925.

J. Lush
J. Rennie