

22.  
24. 2. 1915 (to be read as coming on page  
page 158 after meeting on 16<sup>th</sup> inst.)

The School of Mines and Industries, Ballarat.

Special Meeting of the Finance Committee held  
on the ~~20<sup>th</sup>~~<sup>22<sup>nd</sup></sup> February, 1915. at 5 p.m.

Business:

To consider Mr Donald Clark's suggestion  
with regard to the appointment of an Instructor  
in Woodworking.

Present: The President (Mr W. H. Middleton) in  
the Chair. Messrs C. Fanner and H. H. Smith  
Resolved that Mr Clark's recommendation  
that Mr W. H. Steane be appointed, be  
presented to the Council for confirmation.

The conditions of the appointment to be as follows.  
Salary to be paid at the rate of £200 p.a.

Duties:-

- (1) To instruct and organise all woodworking  
day and evening classes in connection with  
the school and to devote the whole of his  
time to the work of the school, and to assist  
in the up-keep of furniture and apparatus.
- (2) He must be prepared to teach elementary  
Building Construction and Dimensional  
Sketching to boys of the junior school, and  
to do such other work as the Council may  
from time to time determine.

Note

Evening Classes will be not less than  
four (4) evenings per week and Day Classes  
not less than (5) half days per week.

as follows:-

Fixed	4 evenings @ 2½ hrs (7 to 9 pm)	= 10 hrs
	5 mornings @ 3 hours	= 15 "
	Saturday morning	= 2
(undecided)	Friday evening	= 2½
	General work	= 5½
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The Instructor to be available for 35 hours a week  
but the ~~times & hours of work~~ time table be subject  
to any alteration at the Council's discretion.

Mr Clark also recommended that the appointment  
be made until the end of this year & that then the  
position be re-advertised for open competition.