

Special Meeting of the Finance Committee held on Friday 2nd February ¹⁹¹⁷ at 8 p.m.

Present: The President (Mr W. H. Middleton) in the chair, Councillors J. J. Brokenshire, W. J. Humphreys, R. Maddern.

Apologies were received from Councillors R. E. Junbridge, Vice President - J. N. Dunn.

The Committee sat for about two hours and entered into a full discussion of the questions on the business paper.

The Education Department's ^{request for a} Report as to the best means of effecting economies was first considered, and, after closely examining the various items of expenditure incurred during the last three years, the Committee recommended that a reply to the following effect be forwarded to the Minister:-

"The Finance Committee having closely examined the Balance Sheets for the years 1914, 1915 and 1916 is of opinion that except in regard to the Heating and Lighting accounts no further reduction of expenditure on maintenance can be effected without interfering with the efficiency of the School or the work of the Students. This conclusion is based on the fact that during the three years under review the total increase in expenditure was under £65 although many new departments had been added to the School's activities.

The Finance Committee also finds that the rise in the total of expenditure has been mainly due to the appointment of new instructors and to the salaries reclassification scheme. During the same period the revenue from fees has not

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increased proportionately to the number of students to be provided for, owing to a reduction in the fees charged for Diploma Courses."

Other Business

Mr R. Cetter's application for an increase in his salary was then considered. It was resolved that Mr Cetter be given an opportunity of discussing his claim with the President and that the Committee's recommendation be deferred until the next meeting.

It was resolved that the Finance Committee meet, in future, at 7 p.m. on Council Meeting Nights.

The question whether Mr Martell should receive 5% commission on the fees paid to Miss Abrams, was deferred until it had been ascertained if Miss Abrams would agree to the proposal that the Council should collect 5% of the fees paid by her students. The Registrar was requested to place this suggestion before Miss Abrams as soon as possible. This discussion led to the adoption of the following recommendation:-

Mr J. J. Brokenshire } That, in all cases where teachers receive fees
or R. Maddern } in lieu of salary, they be paid the amount of fees collected, less 5%.

The following resolutions and recommendations were also adopted:-

Resolved That a fresh list of outstanding fees be submitted to the Council at the next meeting.

Recommended That Mr Martell be instructed to collect outstanding fees and to report results from time to time to the Council.

Mr W. T. Humphreys } Resolved That Mr J. J. Brokenshire be appointed
or R. Maddern } acting Treasurer during Mr Woolcott's absence, and that Mr Maddern's action