

30. 11. 1917

Meeting of the Finance Committee held on Friday, the 30th November, 1917 at 7 p.m.

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

Mr. W. T. Humphreys } The minutes of the meeting held on 26th October
Mr. J. J. Brokenshire } 1917, were read and confirmed.

Accounts amounting to £927.2/- were recommended for payment.

The following tenders for printing the new Science Prospectus (Part A) were considered:-

Ballerat Litho Company £24.

Mr J. Ewins £29

Messrs Tulloch & King £24

Messrs Baxter & Stubbs £24

Messrs Berry Anderson & Co. £18.17/-

It was resolved that Messrs Berry Anderson & Co's quotation be accepted.

The Registrar asked for instructions with regard to an outstanding a/c of the East Chace Company for £6.16.6. Mr Brokenshire agreed to interview the Company's Legal Manager with regard to the a/c.

It was resolved that a detailed statement of outstanding cheques be presented at future Finance Meetings.

It was resolved that the cheques for salaries be recommended for payment in advance of the due date.

W.H.M.
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30. 11. 1917

Monthly Meeting of the Council held on Friday, 30th November, 1917, at 8 p.m.

Present: The President (Mr W. H. Middleton) in the chair, Councillors R. A. Brown, F. Barrow, G. Buchanan, J. J. Brokenshire, A. E. Catter, G. Fitches, F. Herman, J. Hurley, D. Maxwell, M. Martin, J. S. Vickery, The Principals (Messrs M. Copland and H. H. Smith) and Mr F. J. Martell.

Apologies were received from the Mayor of Ballarat East (Mr H. B. George), Mr J. Kean, L. Lederman, D. Ronaldson, A. O. Stubbs.

Mr. G. Buchanan } The minutes of the meeting held on the
Mr. G. Fitches } 26th October, 1917 were read and confirmed.
Mr. F. Herman } Accounts amounting to £927.2/- were passed
Mr. D. Maxwell } for payment.

Mr. G. Fitches } The Registrar's Report was received and after
Mr. F. Barrow } discussion it was resolved that the following
Mr. F. Herman } Councillors viz:- Messrs Vickery, Brokenshire,
Humphreys, Stubbs, Barrow, and the President, be appointed as a special committee to consider what means should be adopted to increase the revenue of the Institution.

Mr. A. E. Catter } The Principals' Report was received and
Mr. D. Maxwell } adopted, and

Mr. J. J. Brokenshire } It was resolved that the recommendation
Mr. F. Herman } stating that the Staff should not cease
duty before the 15th December, be confirmed.

Mr. G. Fitches } Mr F. J. Martell's report was received and
Mr. A. E. Catter } adopted.

The following letters were read & received.

C. 106 }
20. 11. 1917 } From Mr. G. Clegg, resigning his position
as Instructor.

Ed. 209. }
12. 11. 1917 } From the Education Dept. containing Mr Donald
Clarks comments on the annual Balance Sheet.