

cr 9 Filates Mr. Clegg's resignation was accepted.  
cr a 2. Culture

The Registrar was instructed to explain the Balance Sheet to Mr Clark on his next visit to the school.

Arrangements in connexion with the Technical Schools' Association's Annual Conference and Dinner were discussed. It was resolved that the general invitation issued to this Council, be communicated by the Registrar to those members not present at the meeting.

It was resolved that the School's Diploma in Metallurgy and Certificates as Assayer and ~~and~~ Chemist be granted to Mr. R. C. Tomworth.

It was resolved that the School's certificate of Electrical Engineering be granted to Mr R. Hutchinson.

The appointment of one Principal of the Institution was discussed and it was resolved that the recommendation adopted by the Special Committee on the 2<sup>nd</sup> November, 1916, be confirmed, and that Mr Copland be now appointed as Principal of the whole Institution. A very cordial welcome was extended <sup>by the President</sup> to Mr. M. Martin, the newly-elected member of the Council.

W. H. Middleton  
25/1/18

C. T. Hurley  
cr 7. Herman

Special Meeting of the Finance Committee held on Thursday, 13<sup>th</sup> December, 1917 at 7.45 p.m. to prepare a statement of Mr Herbert H. Smith's duties in connexion with his new appointment as Principal of the Technical Art School.

Present: The President (Mr W. H. Middleton) in the Chair, Councillors R. Maddern, R. E. Tunbridge, W. T. Humphreys, J. D. Woolcott.

~~Ed. 5796~~ Letters dated 25<sup>th</sup> October, 1916 and 11<sup>th</sup> December, 1917 from the Director of Education were read and after discussion the following statement of Mr Smith's duties was adopted.

- (1) That his title be defined as "Principal of the Technical Art School"
- (2) That he is to retain his seat at the Council meetings as formerly.
- (3) That he is to present a separate report at the monthly meetings of the Council, but that the report must be discussed with Mr Copland before it is presented.
- (4) That he is to exercise supervision over the Technical Art School and the allied trade classes as formerly.
- (5) That all departmental correspondence and requisitions for supplies for all departments are to be approved by the Principal of the Institution before being executed.