

Decorative work in Pottery", be also established and conducted in cooperation with the first named Scholarship, the Scholar to work as a permanent understudy Miss Field, with the approval of the Education Department.

The meeting was adjourned until Tuesday 19<sup>th</sup> inst, in order that the circular letter might be prepared and considered.

At the adjourned meeting on the 19<sup>th</sup> March at 7.30 p.m. The members present were V.P. J.S. Vickery (in the chair). Councillors F. Barrow, J.J. Brokenshire, A.O. Stubbs, Messrs M. Copland and H.H. Smith.

After the minutes of the previous meeting had been read, the circular letter which had been prepared was also read and discussed ~~and~~ it was decided, on Mr. Brokenshire's suggestion, <sup>with the Council's approval,</sup> that the letter be advertised as well as circulated. It was also resolved to recommend to the Council that a second "follow up" circular be sent about three weeks after the first. It was resolved that this committee hold its next meeting on Wednesday, 10<sup>th</sup> April.

Mr H.H. Smith

made the following suggestions for inclusion in the second circular:-

That a donation of £200 would entitle the donor to a Life Governorship of the Institution  
That a donation of £100 would provide for a full course scholarship, and £50 for a half-scholarship.

Monthly Meeting of the Finance Committee held on ~~Friday~~ <sup>Wednesday</sup>, 27<sup>th</sup> March, 1918 at 7.15 p.m.

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

(V.P.) W. T. Humphreys } The minutes of the meeting held on the 22<sup>nd</sup> February, 1918 were read and confirmed.

A tender (£7.10.0) submitted by Mr W. Preston for building a retaining wall near the Tennis Court was considered and referred to the Building Committee for report.

A tender of £3 submitted by Mr J. H. Brown for a cupboard in the Lyande Battery for use by the Sports' Club was considered. It was recommended that the tender be accepted if Mr Copland approved of the work.

A letter was received from Messrs Berry Anderson & Co with reference to an account for the Students' Magazine.

Accounts amounting to £772.19.4 were recommended for payment.

Apologies were received from Vice President, J.S. Vickery and Councillor J.J. Brokenshire.

W.H. Middleton

26.4.18

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16.3.1918