

8.12.1922

Special Meeting of the Finance Committee held on Friday, 8th December, 1922, at 7.30 p.m.

Business:

To make arrangements for giving a farewell demonstration to Professor A. Bruce Smith.

Present:

The President (Mr. W. H. Middleton) in the chair, Vice Presidents D. Maxwell and F. Barrow, the Principal (Mr. A. F. Heseltine) the Art Principal (Mr. H. H. Smith)

Resolved:

That Professor Smith be entertained at Mr. Middleton's house on Thursday 14th inst. at 8 p.m. & that a presentation of a gold mounted umbrella <sup>with an Arts & Crafts sketch</sup> be made to him.

That notices be sent to the Council and an invitation to Professor Smith.

Caretakers

Consideration was also given to the re-adjustment of the caretakers' duties and a resolution was adopted that Mr. W. M. Sacklam be informed that his services as caretaker of the Art School would not be required after 31st January, 1923.

W. H. Middleton

Chairman

26/1/23

*[Handwritten scribble]*

26-1-23

Monthly Meeting of Finance Committee held on Friday 26th January 1923, @ 7.15 p.m. Present The President (Mr. W. H. Middleton) in the chair Vice Presidents D. Maxwell and F. Barrow and the Treasurer Mr. J. Humphreys.

Mr. Maxwell

Mr. Barrow

Minutes of meeting held 24th Nov 1922 were read and confirmed

Mr. Humphreys

Mr. Maxwell

Accounts and salaries amounting to £2151.15.10 were recommended for payment

Mr. Sedgeman

Mr. Elworthy

Accounts & Receipts

232

Authority was granted for a new issue of office receipt Books and Petty Cash Expenditure as detailed:—

1,000 Receipts for payment of Students Fees No. of Quads 0.27

10 Quads Books each of 100 in duplicate Petty Cash Expenditure Dec 1922:—

Life Model Fees	A. Stephens	1.0.0
	H. Wabeling	10.6
Casual Wages	Lung	3. .
	Taylor	8.6
	Findlay	4. .
	Davies	4. .
	Blakie	4. .
		£ 5-11-0

From Humphreys

Mr. Barrow

Expenditure Authorised

The following particulars of unused Receipt Books etc held by the office on the 26th January 1923 were submitted to the meeting —

(over)