

Correspondence 13-5-37. From Telegraph Pty Ltd quoting for firm proofing service to telephones.

18-5-37 From Mr S. J. Chambers re his appointment to the staff of the Melbourne Technical College and applying for 3 months' leave of absence from the 28th June inclusive.

Business Appointment of Mr John Savers as member of Council
out of It was resolved that Mr Savers' appointment be
Correspondence approved of and recommended to the Education Department. (Crs Hederman & Maxwell)

Visit of Board of Inspectors
It was resolved that the Education Department be notified that the 21st - 23rd June would be a suitable date and if it would be possible for Mr Elham and Mr Dean to be present on the evening of Wednesday the 23rd June the ordinary monthly meeting of the School Council would be held that night. (Crs Hornabrook & Roff.)

Leave of absence - Mr S. J. Chambers
It was resolved that three months' leave of absence commencing on 28th June be granted to Mr Chambers. (Crs Hederman & Jones).

General Assistant Instructor - Engineering Department
Business It was resolved that advertisements be inserted in the daily papers inviting applications for the above position at a salary classification of £348 - 444 per annum. (Crs Roff & Barrow.)

Visiting Committee
Crs W. Jones and A. W. W. Syrett were appointed the Visiting Committee for the ensuing month, in place of the previous.
W. H. Middleton
23/6/37

11-6-37

Finance Committee - Special Meeting

Minutes of a Special Meeting of the Finance Committee held in the Office on Friday the 11th June 1937 at 4-30 p.m.

Present The President, Mr W. H. Middleton (Chair), Vice-President, Mr D. Maxwell and the Hon. Treasurer Mr L. Hederman.

Apologies Apologies were received from Crs Lynch & Jones.

Assistant Instructor - Engineering Department
Appointments It was resolved that it be a recommendation to the Council and to the Education Department that Mr L. S. J. Hillman be appointed Assistant Instructor in the Engineering Department in succession to Mr S. J. Chambers at a salary of £348 - 444 per annum, commencing at £348. (Crs Hederman & Maxwell)

Librarian - Art School
It was resolved ^{to recommend to the Council} that Miss Stella Williams be appointed Librarian from the 5th inst at a salary of £97-8-0 per annum in succession to Miss C. Wright. (Crs Maxwell & Hederman)

This concluded the business and the meeting then closed.

W. H. Middleton
23/6/37