

17-12-41. The following correspondence was  
 read and received -

28-11-41. From Minister of Labour and  
 National Service re Commonwealth  
 Training Scheme.

15-12-41. Local Auditor's report to 30<sup>th</sup> November  
 (Mrs Lynch & Barrow)

Business Commonwealth Training Scheme

It was resolved that a letter be written  
 to Mr. R. Pollard, M.P., expressing the  
 Council's appreciation of his efforts on  
 behalf of the school and enquiring whether  
 the change in the international situation  
 has made any alteration in the plans  
 of the Minister of Labour and National  
 Service to visit the school.

(Mrs Barrow & Barrow)

General Air Raid Precautions.

It was decided to ask the Education  
 Department for suggestions regarding the  
 best means to be adopted to black-out  
 the various departments in the event  
 of an air raid warning.

(Mrs Barrow & Barrow)

Diploma

It was resolved that the Diploma of  
 Applied Chemistry be awarded to Walker  
 Murray Lonic and that the seal of the  
 report be affixed thereto in the presence  
 of the President, Vice-President, W. A. H. Lane  
 and the Registrar who shall sign as  
 witnesses.

(Mrs Lynch & Barrow)

17-12-41. Retirement of Mr. J. G. Sutherland, Instructor in  
 Electrical Engineering.

The Principal said that Mr. J. G. Sutherland was  
 due to retire in April 1942 but owing to the  
 international situation he had reason to  
 believe that an application to the Education  
 Department for the temporary <sup>re-</sup>appointment  
 of Mr. Sutherland at a salary ~~not exceeding~~  
 which, added to his pension, would not exceed  
 his present salary, would be approved.

It was resolved that the Education  
 Department be requested to agree to such  
 an appointment. (Mrs Barrow & Barrow)

Seasonal Greetings

The Chairman extended seasonal greetings  
 to members present and asked that a  
 letter be sent to the President expressing  
 regret and sympathy for him in his enforced  
 absence through illness and extending  
 to him and Mrs. Jeffeth best wishes for  
 the Christmas season and the New Year.

This concluded the business and the  
 meeting closed.

A. J. Jeffeth

25-2-42

Ampt  
 J. G.  
 12/15/42