

Wednesday 6th January 1864

Monthly Meeting of Committee

Present.

The Treasurer.	The Secretary.
Mr S. B. Bishop	Mr Raymond
Mr C. W. Bishop	Mr Brooke
Mr Chinnall	Mr C. W. Bishop in the Chair

Minutes of Monthly Meeting 11th November 1863 were read and confirmed

Minutes of Monthly Meeting 2nd December 1863 were read and confirmed

Treasurer brought Mr Farr's account amounting to £26. 16. 5/2 under notice of the Committee

Resolved. That a sum of £50 be transferred by the Treasurer from the General Fund to the Building Fund: - and that the Treasurer do pay Mr Farr a sum of £50 on account of his claim.

Secretary. Read Mrs Saunders Alley Morgan's letter offering to supply the Institute with its literary requirements.

Resolved. That the Secretary acknowledge the receipt of their letter of 7th Oct. 1863, present the thanks of the Committee and state that if their services should be required, immediate communication shall be made.

Secretary. Read a letter from Mrs. A. Bellemie dated 4th Jan'y 1864 as to establishing French evening classes at the Institute

Resolved. That an answer be sent to Mr Bellemie, and inform him that the Committee of this Institute is willing to place at his disposal the accommodations he requires for the purpose of enabling him to open French Classes, but upon the following basis viz: that such classes to be open only to subscribers to this Institute, and that the tuition be not more than £1-10-0 per quarter - no class to be commenced until at least 12 members present themselves as pupils. This arrangement to be made terminable by one quarter's previous notice by either party

on either of the following days - viz: 31st March, 30 June, 30 Sept^r, and 31st December.

Resolved. That the necessity of printed Catalogues be referred to the Library sub-committee, to obtain any information of cost &c. and to report to the next meeting of Committee.

Read and confirmed this 3rd day of February 1864

C. W. Bishop
Chairman

Special Meeting of Committee
12th Jan'y 1864.

Present.

Mr C. W. Bishop in the Chair

Mr Miles (Treasurer)	Mr Raymond
Mr Fletcher	Mr Phillips
Mr New	Mr Chinnall
Mr C. W. Bishop	Mr Foley
Mr Penhance (Secretary)	Mr Clephane

Secretary. Read a letter from Mr Wright, Actuary to the Lyttelton Savings Bank, applying for the use of a Room.

Resolved. That the application of the Lyttelton Savings Bank be entertained: and that Mr Miles Esq^r be hereby empowered to make such arrangements with Mr Wright, as he may think consistent with the interests of the Institute

Secretary. Read a letter from Mr W. Cole as to the use of a Room in the Institute for a singing class.

Resolved. That as the object of the application of Mr Cole appears to be of so speculative a nature and of uncertain duration, this Committee declines to entertain it.

Read and confirmed this 3rd day of February 1864.

C. W. Bishop
Chairman