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THE  
MERCANTILE CHAMBERS C<sup>o</sup> LD

MINUTE BOOK.

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown, Fleming & Murray on Monday the 22<sup>nd</sup> March 1897 at 3 o'clock.

Present:- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane

Attending M<sup>r</sup> Murray for secretaries and M<sup>r</sup> Johnson, Architect

- 1/ M<sup>r</sup> Murray reported the Registration of the Company on the 19<sup>th</sup> and submitted certificate of same.
- 2/ M<sup>r</sup> Howden and M<sup>r</sup> Cochrane the Directors present agreed to accept office.
- 3/ It was resolved that M<sup>r</sup> Howden be and is hereby appointed Chairman of Directions until otherwise determined by the Board.
- 4/ The Applications received amounting to £15250 were considered and in view of the future subscriptions promised and which could be relied on and also of the fact that the Directors had undertaken to make up any balance not subscribed to complete the £20000 it was agreed to allot the shares in terms of the Applications as follows.-

<u>N<sup>o</sup> of Allotment</u>	<u>Name &amp; Addresses of Allottees</u>	<u>N<sup>o</sup> of Shares allotted</u>	<u>Distinctive numbers of shares</u>
1	J. K. Cochrane, Calderglen, Blantyre	150	1-150
2	Robert Rubin, Castlehill, Hamilton	50	151-200
3	Robt. Cowan Marshall, Caldergrove, Newton, Lanarkshire	100	201-300
	Carry forward	300	

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<u>N<sup>o</sup> of Allotment</u>	<u>Name &amp; Addresses of Allotees</u>	<u>N<sup>o</sup> of Shares allotted</u>	<u>Distinctive numbers of shares</u>
	Brought forward.	300	
4	James Howden, 2 Princes Terrace, Dowanhill	200	301-500
5	W <sup>m</sup> Forrest Salmon, 197 St. Vincent St., Glasgow	50	501-550
6	William Law, 123 Hope St., "	50	551-600
7	Claud Andrew Allan, 163 West George St., "	150	601-750
8	Paul Rottenburg, 105 " "	50	751-800
9	Fritz Rottenburg, " " "	100	801-850
10	James Wyllie, Chamberlain of Argyll, Inverary	100	851-950
11	W <sup>m</sup> Clark, 16 Montgomerie Cres., Kelvinside, Glasgow	100	951-1050
12	Robert M <sup>c</sup> Kill, 92 Waterloo St., Glasgow	100	1051-1150
13	W <sup>m</sup> Connell, 44 St. Enoch Sq., "	100	1151-1250

14	Robt. Brownlee, 24 Burnbank Ter., "	25	1251-1275
15	John Kinloch, 47, Waddell St., "	50	1276-1325
16	Neil MacNeish, 46 Commercial Rd., "	50	1326-1375
17	James Young, 38 Bath St., "	<u>150</u>	1376-1525
		<u>1525</u>	

5/ Mess<sup>rs</sup> Brown, Fleming & Murray were appointed Secretaries and Managers at a salary to date from the Registration of the Company at the rate of £200 per annum payable quarterly.

6/ Mess<sup>rs</sup> Bannatyne Kirkwood France & Co were appointed Law Agents.

7/ It was resolved that the British Linen Co. Bank, 110 Queen Street, Glasgow be and are hereby appointed the Bankers of the Company and that all cheques and other negotiable instruments drawn on the Company's account at the said Banks be drawn, accepted and made on behalf of the Company  
by/

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by being signed by two Directors or by One Director and countersigned by the secretaries and being so signed shall be deemed to be duly drawn accepted or made and that the signature of any two members of the Board or any one member of the Board and the counter signature of the Secretaries shall be sufficient authority to the said Bank for the payment of all monies to permit the inspection or withdrawal of any securities and to receive and act upon any instructions in connection with the said Bank and that all cheques or negotiable instruments paid into the Company's account at the said Bank for collection and requiring the endorsement of the Company shall be endorsed on its behalf by either a Director or the Secretaries and that all receipts for money paid to the Company by a Director or the Secretaries.

The Secretaries were instructed to order the necessary books and M<sup>r</sup> Salmon promised to submit a design for a seal. They were also instructed to have 50 copies of the Memorandum and Articles of Association printed.

8/ The Secretaries were authorised to instruct Mess<sup>rs</sup> Bannatyne Kirkwood France & Co to prepare the Agreement necessary for the adoption/

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adoption by the Company of the Minute of Sale of the ground.

9/ M<sup>r</sup> Murray reported the acceptance of the masons and joiners offers as follows and the acceptance of same was confirmed.

Masons:	P & W Anderson	£16,700
Wrights:	J. Cochrane Jun <sup>r</sup>	£7,900

The other offers were considered and it was decided to accept the following

Plumber:	Wallace & Connell	£860
Plasterer:	W <sup>m</sup> Tonner	£2340
Glazier:	C. & I. Malloch	£582
Cast Iron:	P & W M <sup>c</sup> Lellan	£736
Stell:	Do ____ do ____	£3033

[signed] James Howden Chairman

We accept office and confirm and approve of the foregoing minute.

[signed]

James Young  
Robert MacKill

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Tuesday the 30<sup>th</sup> March at 3.15. o'clock.

Present.- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane and M<sup>r</sup> Young.  
Attending.- M<sup>r</sup> Murray for Secretaries and M<sup>r</sup> Salmon, Architect

The minute of last meeting was read and approved, and signed by the Chairman as also by M<sup>r</sup> Young who was not present.

10/ Two was fixed as the quorum of Directors.

11/ The following shares were allotted in terms of Applications received.

<u>N<sup>o</sup> of Allotment</u>	<u>Name &amp; Addresses of Allottees</u>	<u>N<sup>o</sup> of Shares allotted</u>	<u>Distinctive numbers of shares</u>
18.	John W <sup>m</sup> Burns, Kilmahew, Cardross, N <sup>o</sup> 13	50	1526-1575
19.	Alex. Johnston, 150 St. Vincent St., Glasgow	50	1576-1625
20.	Mat. Tarbett Fleming, c/o Brown, Fleming, Murray, C. A., Glasgow	<u>50</u>	1626-1675

150

12/ A cheque for £150 in favour of Mess<sup>rs</sup> Bannatyne, Kirkwood, France & Co to meet outlays in connection with the Registration of the Company was signed.

The Directors present signed their names to be sent to the Bank as specimens of their signatures.

A/

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A design of seal from D. Cunningham was submitted which was approved of and the secretary was instructed to order same – the quotation being £4:15/-.

It was decided to accept Mess<sup>rs</sup> J. M<sup>c</sup>Owat & Son's offer for the slate work at £395.

M<sup>r</sup> Salmon submitted a new elevation of the Building which was discussed and generally approved.

[signed] James Howden Chairman

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Minute of Meeting of Directors held in Mess<sup>rs</sup> Brown Fleming & Murray's office on Friday, 9<sup>th</sup> April 1897 at 3.15.

Present.- M<sup>r</sup> Cochrane, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Young.

Attending.- M<sup>r</sup> Murray for Secretaries.

13/ M<sup>r</sup> M<sup>c</sup>Kill signed the Minute of Meeting of 22<sup>nd</sup> March as accepting office and approving of the business done.

The Signing and Sealing of the Minute adopting the Agreement for sale and Purchase of the Ground were delayed until next meeting of the Board and also the Sealing of the share certificates.

M<sup>r</sup> Murray reported that he had seen M<sup>r</sup> Anderson the mason who informed him that the tenants were stating that they did and that some of them were adventuring their buildings for sale between the 15<sup>th</sup> and the 28<sup>th</sup>. M<sup>r</sup> Anderson was introduced to the meeting and confirmed the above and in view of the seriousness of the delay which would be caused thereby M<sup>r</sup> Johnston of Mess<sup>rs</sup> Wright Johnston M<sup>c</sup>Kenzie & Roxburgh was sent for. M<sup>r</sup> Johnston explained that through a

clerical error in the letters giving notice to the tenants the date of removal had been inserted as the 15<sup>th</sup> instead of the 5<sup>th</sup>. He however stated that the notice was in such a/

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a form that he did not think they could insist on remaining beyond the 5<sup>th</sup> and in any case he stated that the date of removal meant the clearing away of the buildings. M<sup>r</sup> Johnston undertook to write the tenants again informing them that they must leave and clear away their buildings not later than the 5<sup>th</sup>. M<sup>r</sup> Anderson stated that an arrangement could be made to get Mess<sup>rs</sup> Scott & Rae removed he would be able to get started. M<sup>r</sup> Johnston undertook to try and arrange for Mess<sup>rs</sup> Scott & Rae going temporarily into the premises vacated by the Mess<sup>rs</sup> Smith.

[signed] James Howden Chairman

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Minute of Meeting of Director's held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Wednesday 14<sup>th</sup> April at 3 o'clock.

Present.- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane and M<sup>r</sup> Young.  
Attending.- M<sup>r</sup> Murray for Secretaries and M<sup>r</sup> Salmon.

14/ The Minutes of Meetings held on 30<sup>th</sup> March and 9<sup>th</sup> April were read approved and signed.

15/ The Minute of Agreement adopting the Agreement for sale and Purchase of the Ground was signed and sealed.

16/ The signing of the share certificates was confirmed and same were sealed.

It was agreed to postpone the date of payment of the First Call to the 1<sup>st</sup> of June.

The lodging of £2300 on Deposit Receipt was reported and approved.

M<sup>r</sup> Salmon and M<sup>r</sup> Murray reported the result of further meeting with M<sup>r</sup> Johnston in regard to getting possession of the ground and the progress that was being made in connection therewith.

The meeting discussed the proposed elevation of the building and it was arranged that M<sup>r</sup> Salmon should prepare a final sketch of the elevation and submit same to a future meeting.

[signed] James Howden Chairman

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Minute of Meeting of Directors held within the office of Mess<sup>rs</sup> Brown Fleming & Murray on Friday the 28<sup>th</sup> May at 3.15.

Present.- M<sup>r</sup> Young & M<sup>r</sup> Cochrane.  
Attending.- M<sup>r</sup> Murray for Secretaries and M<sup>r</sup> Salmon, architect.

M<sup>r</sup> Salmon submitted a further sketch elevation giving effect to the views suggested by the Directors at the previous meeting. The sketch was carefully considered and generally approved.

In view of the fact that more money will not be required earlier it was decided to postpone the payment of the 2<sup>nd</sup> and 3<sup>rd</sup> Calls to the 1<sup>st</sup> September and 1<sup>st</sup> November respectively.

17/ It was decided to hold the first Statutory Meeting sometime in the second week of July. The Secretaries were instructed nearer the time to arrange a convenient day and hour with the Directors.

It was decided to defer payment of the £95 the cost of the founds of the West Gable of the Conservative Club so far as these were built on the ground belonging to the Company until the Architect reported that the foundation was all right.

M<sup>r</sup> Salmon reported that he had employed M<sup>r</sup> M<sup>c</sup>Kay as clerk of works. M<sup>r</sup> M<sup>c</sup>Kay/

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M<sup>c</sup>Kay being also at present otherwise employed he was to be paid for the first two weeks from 1<sup>st</sup> April at the rate of £1:11:6 per week and thereafter at the rate of £3:3/- per week.

The following accounts were passed

Napier & Wilks	£2:13:-
M <sup>c</sup> Clure Macdonald & Co.	1:-:-
	<u>£3:13:-</u>

Payments of the following accounts was confirmed

Blythswood Holm Proprietor.	
Interest on £32 702:11:1 C 3½ % less tax.	£294:9:5
Feu-duty less tax	<u>47:14:5</u>
	<u>£342:3:10</u>

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Wednesday 14<sup>th</sup> July at 11.30

Present.- M<sup>r</sup> Howden and M<sup>r</sup> M<sup>c</sup>Kill  
Attending.- M<sup>r</sup> Murray for Secretaries and M<sup>r</sup> Salmon Architect

18/ The Minutes of Meeting held on 14<sup>th</sup> March and 28<sup>th</sup> May were read approved and signed.

The procedure at the General Meeting following was arranged.

M<sup>r</sup> Salmon reported that Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd who had the contract for the iron beams and pillars were delaying progress by their delay in delivering same. M<sup>r</sup> Salmon was asked to write the Secretaries formally to put the matter in the hands of the Law Agents of the Company Mess<sup>rs</sup> Bannatyne Kirkwood France & Co so that they could communicate with Mess<sup>rs</sup> M<sup>c</sup>Lellan insisting on delivery in terms of the contract and stating that they would hold them liable for the loss caused by the delay.

M<sup>r</sup> Salmon explained that there had been considerable difficulty in regard to the foundations it being necessary to go much deeper than they anticipated which/

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which had caused extra outlay for concrete work.

With the view of encouraging the masons to push forward the work so as to admit of the Building being ready for occupation by Whitsunday next it was resolved to agree to pay him a bonus of £500 if the mason and brick work was completed and the building ready for the roof by 1<sup>st</sup> January next.

The following accounts were parsed.

M <sup>c</sup> Corquedale & Co	£6:2:-
Bannatyne Kirkwood Frase & Co	82:2:6
Ja <sup>s</sup> Salmon & Son	500:-:-
N. C. Duff & Son measurers	150:-:-

£738:4:6

Payment of the following was confirmed.-

P & W Anderson  
R. Summers Smith  
Alex. McLay, Inspector

£1500:-  
95:-  
13:13:-  
£1608:13:-

[signed] James Howden Chairman

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Minute of First Statutory General Meeting held in the office of Mess<sup>rs</sup> Brown, Fleming & Murray, on Wednesday the 14<sup>th</sup> July/ at 12 o'clock noon.

Present.-

Personally.- M<sup>r</sup> Jas Howden, M<sup>r</sup> Rob. M<sup>c</sup>Kill, & M<sup>r</sup> W. F. Salmon.

By Proxy.- M<sup>r</sup> Paul Rottenburg, M<sup>r</sup> Fritz Rottenburg, M<sup>r</sup> John Kinloch, M<sup>r</sup> J. W. Burns & M<sup>r</sup> M. T. Fleming.

Attending.- M<sup>r</sup> Murray for Secretaries

M<sup>r</sup> Howden in the chair

19/ The Chairman explained that this was a Statutory Meeting which required to be held in compliance which required to be held in compliance with the Companies Acts within four months of Registration. He explained shortly what had been done since the Registration of the Company and reported the progress that was being made with the building.

A sketch elevation was laid on the table.

[signed] James Howden Chairman

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Minute of Meeting Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Monday the 16<sup>th</sup> August at 2.30 o'clock

Present.- M<sup>r</sup> Howden, M<sup>r</sup> Young and M<sup>r</sup> M<sup>c</sup>Kill

Attending.- M<sup>r</sup> Salmon, Architect, M<sup>r</sup> A. M. Bannatyne the Law Agent, and M<sup>r</sup> Murray for Secretaries.

The Secretary reported that in terms of resolution at the previous meeting he had consulted Mess<sup>rs</sup> Bannatyne, Kirkwood, France & Co in reference to the non-fulfilment by Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan of their contract for delivery of the iron columns and beams. M<sup>r</sup> Salmon submitted correspondence which he had had with them and there was also submitted by M<sup>r</sup> Bannatyne, Law Agent correspondence between his firm and Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan. M<sup>r</sup> Salmon reported that notwithstanding the repeated promises given by Mess<sup>rs</sup> M<sup>c</sup>Lellan they were not giving delivery of the columns.

The Directors took into consideration what steps they should take in order to secure the prompt delivery of the columns and it was resolved, while holding Mess<sup>rs</sup> M<sup>c</sup>Lellan liable for all loss and damage caused by the delay which had already taken place, before taking/

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taking the work out of their hands and placing it with other founders, to appoint M<sup>r</sup> Howden and M<sup>r</sup> Young as a Committee to meet one of the heads of Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan.

The following shares were allotted in terms of applications received.

20/

<u>N° of Allotment</u>	<u>Name &amp; Addresses of Allottees</u>	<u>N° of Shares allotted</u>	<u>Distinctive numbers of shares</u>
21	James M <sup>c</sup> Kenzie, 150 St, Vincent St., Glasgow	50	1676-1725

The following accounts were passed.-

D. Cunninghame	£6:-:-
W. Hedge & Co.	6:13:6
Brown Fleming & Murray to a/c of Salary.	<u>70:-:-</u>
	<u>£82:13:6</u>

Payment of the following account was confirmed.

Alexander M <sup>c</sup> Lay, Inspector	<u>£12:13:-</u>
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[signed] James Howden Chairman

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Minute of Meeting of Committee appointed at the Directors' Meeting of 16<sup>th</sup> August to confer with Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd., held in Secretaries' office on Tuesday 17<sup>th</sup> 1897 at 11 o'clock.

Present.- M<sup>r</sup> Howden and M<sup>r</sup> Young  
Attending.- M<sup>r</sup> Salmon, Architect, and M<sup>r</sup> Murray  
for Secretaries.

M<sup>r</sup> Hatton the representative of Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd. was introduced to the meeting. M<sup>r</sup> Howden explained to M<sup>r</sup> Hatton the seriousness of the position and the large amount of loss and damage the Company is suffering and for which they are held entirely to blame and would be held responsible. M<sup>r</sup> Maclay Clerk of Works was also introduced to the meeting, and explained that he had visited the Foundry from which Mess<sup>rs</sup> M<sup>c</sup>Lellan had ordered the columns and his opinion was that they were altogether incapable of turning out the columns within the specified time. The Founder stated when he saw him at Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan's that he could only turn out one every two days. This M<sup>r</sup> Hatton confirmed.

M<sup>r</sup> Hatton stated that if the Company would allow the sole plates of the Basement floor columns to be cast separate other Iron Founders could be employed. While the

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Committee under the advice of the Architect stated that they would have preferred the Basement Floor Columns to be cast in one piece still if it would hasten delivery they would agree to them being made separate.

M<sup>r</sup> Hatton undertook to report to his principals what had passed at the meeting and communicate with the Secretaries after having done so.

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Thursday the 9<sup>th</sup> Sept 1897 at 2.30 o'clock.

Present.- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane

Attending.- M<sup>r</sup> Salmon, Architect and M<sup>r</sup> Murray for Secs.

21/ The Minutes of Directors' meetings held on the 14<sup>th</sup> July and 16<sup>th</sup> August of General Meeting held on 14<sup>th</sup> July and of Committee Meeting of Directors held on 17<sup>th</sup> August were read, approved and signed.

22/ A share certificate for 50 shares in favour of James M<sup>c</sup>Kenzie was signed and sealed.  
The following accounts were passed

W. P. Laidlaw	£3:1/-
D. J. Buchanan	<u>1:5/-</u>
	<u>£4:6/-</u>

Payment of the following accounts was confirmed:-

P. & W. Anderson	Mason	2 <sup>nd</sup> Instalment	£1500
Alex. McLay	Inspector	4 <sup>th</sup> "	<u>13:3/-</u>
			<u>£1513:13/-</u>

The further correspondence with Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan was submitted and M<sup>r</sup> Murray reported the result of meeting which M<sup>r</sup> Salmon and he had with Mr Turner and M<sup>r</sup> Hatton of Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan.

36/ M<sup>r</sup> Salmon reported that up to date Mess<sup>rs</sup> M<sup>c</sup>Lellan had delivered 29 of the

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36 columns required for the Casement and 22 of the 36 girders and 2 columns for the First Floor. M<sup>r</sup> Salmon also stated that several of the girders were defective and that he had ordered their removal.

M<sup>r</sup> Howden and M<sup>r</sup> Cochrane along with M<sup>r</sup> Salmon then visited the building and on their return they further discussed the position with M<sup>r</sup> Bannatyne the Law Agent who had been sent for. The latter was instructed to again write Mess<sup>rs</sup> M<sup>c</sup>Lellan pointing out the further serious damage and loss the Company was sustaining through their continued delay in delivering the columns and beams in terms of their Contract – insisting on the contract being complied with and repeating that they would be held liable for the damage and loss.

[signed] James Howden Chairman

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Minute of meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, on Tuesday the 28<sup>th</sup> Sept. 1897 at 11.30 o'clock.

Present:- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane.  
Attending: M<sup>r</sup> Salmon, Architect, M<sup>r</sup> Bannatyne.  
Law Agent and M<sup>r</sup> Murray for sec[retar]ies.

The position in regard to Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan's contract was again discussed and copies of Mess<sup>rs</sup> Bannatyne Kirkwood France & Co's letter dated 21<sup>st</sup> Sept. to Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan and the latter's reply dated 21<sup>st</sup> Sept., Mess<sup>rs</sup> Salmon & Son's letter to the Secretaries dated 22<sup>nd</sup> Sept., and copy of Mess<sup>rs</sup> Salmon's letter of same date to Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan were submitted and considered.

M<sup>r</sup> Anderson, Builder, and also M<sup>r</sup> M<sup>c</sup>Kay clerk of works were introduced to the meeting and explained how the work was being kept back for want of the columns and beams.

M<sup>r</sup> Turner and M<sup>r</sup> Hatton of Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan's were also introduced to the meeting and the very serious nature of the position was again pointed out to them. M<sup>r</sup> Turner promised to push deliveries as quickly as possible and stated that he would undertake to deliver 24 columns per week. M<sup>r</sup> Salmon pointed out that that number would not be sufficient and



insisted/

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insisted that they must at least have delivery of 33 per week.

After M<sup>r</sup> Turner and M<sup>r</sup> Hatton had left the Directors considered the position so unsatisfactory that they resolved that the chairman and M<sup>r</sup> Salmon should ask for a meeting with M<sup>r</sup> Grahame H. Thomson one of the Managing Directors of Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd and the Secretaries were instructed to arrange the meeting without delay.

[signed] James Howden Chairman

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Minute of Committee Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Thursday 30<sup>th</sup> Sept. at 10 o'clock.

Present:- M<sup>r</sup> Howden

Attending:- M<sup>r</sup> Salmon, Architect and M<sup>r</sup> Murray for Secretaries.

M<sup>r</sup> Grahame H. Thomson, M<sup>r</sup> Turner and M<sup>r</sup> Hatton were in attendance as also M<sup>r</sup> M<sup>c</sup>Kay clerk of works, and the Chairman pointed out to M<sup>r</sup> Thomson the very serious nature of the position caused by his firm not delivering the columns and beams in terms of their contract.

M<sup>r</sup> Thomson undertook to do everything possible to push deliveries and stated that they would not only fulfil the promise given by M<sup>r</sup> Turner to deliver 24 columns per week but would endeavour to increase same.

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Monday the 18<sup>th</sup> October 1897 at 11.30.

Present:- M<sup>r</sup> Brown, M<sup>r</sup> Fleming, M<sup>r</sup> Young, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Cochrane

Attending:- M<sup>r</sup> Salmon, Architect, and M<sup>r</sup> Murray for Secretaries

There was laid on the table offers for Lifts by Mess<sup>rs</sup> Waygood & Co and Mess<sup>rs</sup> A. & P. Stevens. These were fully considered. M<sup>r</sup> Howden stated that when in London he had seen Mess<sup>rs</sup> Waygood's representative and gone fully into the matter with him and after fully explanations by M<sup>r</sup> Howden it was resolved to accept Mess<sup>rs</sup> Waygood's offer for the two Lifts and enclosures the contract price being £1825 and this price to include the carrying up the whole way of the best design of iron work.

M<sup>r</sup> Salmon reported that he was leaving for London and he was instructed when there to see Mess<sup>rs</sup> Waygood and arrange a time for delivery before the Secretaries formally accepted the offer.

The meeting then took into consideration the progress of the delivery of the iron work by Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan. M<sup>r</sup> Salmon stated that owing to the non-delivery of two girders the mason was practically stopped. M<sup>r</sup> Grahame H. Cochrane who was/

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was introduced to the meeting explained that these girders would be delivered not later than the following day. M<sup>r</sup> Salmon stated to M<sup>r</sup> Thomson that owing to his firm not having a proper foreman on the job to superintend the laying down of the beams and girders when delivered the Mason was

put to considerable inconvenience and there was also considerable loss of time M<sup>r</sup> M<sup>c</sup>Kay Clerk of works further explained the difficulties and M<sup>r</sup> Thomson undertook to see what could be done to facilitate matters.

A letter was submitted from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd requesting payment of £1850 to account of their Contract. After discussion it was agreed to delay the payment meantime and the Secretaries were instructed to see M<sup>r</sup> Bannatyne the Law Agent in regard to same.

The following account was passed

Wm Hodge & Co £1:11/-

The following payment was confirmed.-

Alex. M<sup>c</sup>Kay – Inspector. 3<sup>rd</sup> Instal<sup>t</sup>. £13:13/-

[signed] James Howden Chairman.

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray 163 West George St., Glasgow on Monday 1<sup>st</sup> Nov. at 11.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young and M<sup>r</sup> M<sup>c</sup>Kill

Attending:- M<sup>r</sup> Salmon Architect and M<sup>r</sup> Murray for sec[retar]ies.

M<sup>r</sup> Salmon reported that when in London he had seen M<sup>r</sup> Walker of Waygood & Co. in regard to the Contract for the Lifts. He however reported that he had not fixed the Contract with them as they would not undertake to deliver the Lifts at a specified time. M<sup>r</sup> Salmon submitted offer which he had received from them of date 26<sup>th</sup> October and also letters in regard to the delivery within a specified time. M<sup>r</sup> Howden expressed considerable astonishment at Mess<sup>rs</sup> Waygood's action as when he saw them in London the previous week M<sup>r</sup> ~~Walker~~ Oleden[?] <sup>JH</sup> Distinctly stated that they would undertake delivery within three months from the date of the order and that it was upon this understanding that he negotiated with him. Considerable dissatisfaction was expressed as to the delay in fixing the Contract and the opinion was also expressed that if the matter had been more urgently dealt with Mess<sup>rs</sup> Waygood would not have taken up the position they had done. It was remitted to M<sup>r</sup> Howden and M<sup>r</sup> Salmon to/

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to communicate with Mess<sup>rs</sup> Waygood, and get the Contract fixed on the basis that they undertake the deliver of one Lift on 1<sup>st</sup> March and the other on 1<sup>st</sup> May and failing their undertaking this to endeavour to arrange with Mess<sup>rs</sup> Stevens.

M<sup>r</sup> Murray reported that in terms of Minute of last meeting he had seen M<sup>r</sup> Bannatyne the Law Agent re Mess<sup>rs</sup> P. & W. M<sup>c</sup> Lellan's request for payment of £1850 to account of their contract for iron and Steel work and M<sup>r</sup> Bannatyne advised that, while we could retain the money as a set-off against the damage we may sustain by the non-fulfilment of their contract, he thought that would be interpreted and would likely result in their stopping deliveries. He advised that we should pay the amount as passed by the treasurer under reservation of all claims. This the Secretaries were instructed to do.

M<sup>r</sup> Salmon reported that M<sup>r</sup> Thomson had not sent a man to superintend the delivery of the columns and beams but that meantime the deliveries were satisfactory.

M<sup>r</sup> Salmon suggested that instead of finishing the ceilings with plaster that they should be finished with "Tynecastle Vellum." He stated that he thought that it would look better and be more suitable in arranging the electric light. M<sup>r</sup> Salmon was instructed to take offers so that a comparison could be made between/

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between it and plaster.

The following payment was confirmed.-

P. & W. Anderson

[signed]

James Howden Chairman

£2200.

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Minute of Meeting of Directors held in the office of Brown Fleming & Murray on Monday 15<sup>th</sup> November 1897 at 11 o'clock

Present.- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane

Attending.- M<sup>r</sup> Salmon, architect and M<sup>r</sup> Murray for Secretaries.

23/ The minutes of meeting held on 9<sup>th</sup>, 28<sup>th</sup> and 30<sup>th</sup> Sept. 18<sup>th</sup> October and 1<sup>st</sup> Nov. were approved and signed.

M<sup>r</sup> Howden reported the arrangement which he had come to with Mess<sup>rs</sup> Waygood in regard to the Lifts and the Secretaries were instructed to write M<sup>r</sup> Salmon stating the terms as modified so that he could formally settle the Contract with Mess<sup>rs</sup> Waygood. M<sup>r</sup> Howden stated that the Lifts were to be capable of working up to 200 feet per minute.

24/ The Secretaries were instructed to get a quotation from the Insurance Company for insuring the building during construction.

25/ The question of the rents to be charged for the different offices was considered and it was remitted to M<sup>r</sup> Salmon and M<sup>r</sup> Murray to go into the question of the rental and report to the next meeting.

M<sup>r</sup> Salmon reported that he had received estimates for the sculptor work. The lowest amounted to £500

or/

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or £300 more than the sum included in the original estimates. Dissatisfaction was expressed that the estimate should be so much exceeded by and M<sup>r</sup> Salmon was informed that the estimates must be adhered to as nearly as possible. M<sup>r</sup> Salmon was asked to go over the elevation and modify the sculptor work so as to bring the cost as near as possible to the original estimate.

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Thursday 9<sup>th</sup> Dec. 1897 at 11.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Cochrane.

Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Secretaries.

26/ The Minute of last meeting was read, approved and signed.

27/ M<sup>r</sup> Murray reported that in terms of instructions at last meeting he had inquired as to the rate of insurance of the building during construction and reported that the best quotation he had obtained was 2/6<sup>d</sup> per cent. It was decided to insure the building meantime for £20000. through the Secretaries they handing to the Company the commission which they would receives as Agents.

28/ M<sup>r</sup> Salmon and M<sup>r</sup> Murray submitted a statement showing a rental which they had made up and they were authorised to quote the rents therein stated to any parties enquiring.

A letter was read from M<sup>r</sup> M<sup>c</sup>Kill enclosing catalogue re of the N. A. P. Window Co. Ltd. M<sup>r</sup> Salmon reported that M<sup>r</sup> Cochrane who had the contract for the Joiner work of the building in Sauchiehall Street which he thought had the advantages of the N. A. P. window/

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window and would cost very much less. It was remitted to M<sup>r</sup> Howden and M<sup>r</sup> M<sup>c</sup>Kill along with M<sup>r</sup> Salmon to instruct the window and report and M<sup>r</sup> Salmon was instructed to get a quotation from the NAP Window Co.

29/ It was decided to call another meeting on Monday the 13<sup>th</sup> December at 11.30 to consider the question of finance.

The following account was passed for payment:-

P. & W. M <sup>c</sup> Lellan Ltd.	£1500
Payment of the following was postponed:-	
Bannatyne Kirkwood France & Co.	£202:12:6
Payment of the following was confirmed:-	
Alex. M <sup>c</sup> Lay. Inspector 4 <sup>th</sup> Install.	<u>3:13/-</u>

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming and Murray on Monday 13<sup>th</sup> Dec. 1897 at 11.30.

Present:- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Secretaries.

30/ The question of finance was considered. It was resolved that each of the Directors should endeavour to get the remaining 225 shares taken up. It was also resolved to postpone issuing the Preference Shares meantime. The Secretaries were instructed to borrow from the Bank should further money be required and if there was any difficulty in arranging with the Bank. M<sup>r</sup> Cochrane stated that he would be glad to lend the Company up to £4000 or £5000 as required at the same rate as the Bank would charge.

M<sup>r</sup> Salmon submitted estimate for N. A. P. Windows. M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Salmon reported that they had visited the Building in Sauchiehall Street and inspected the window being put in there by M<sup>r</sup> Cochrane Joiner. They were of opinion that the same class of window should be put into the building and M<sup>r</sup> Salmon was instructed accordingly.

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Brown Fleming & Murray on Tuesday 28<sup>th</sup> December 1897 at 11.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane and M<sup>r</sup> M<sup>c</sup>Kill.  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Secretaries.

31/ The Minutes of the last two meetings were read, approved and signed.  
M<sup>r</sup> M<sup>c</sup>Kill raised the question of putting a telephone system into the building and stated that he was advised that if this were done during the construction of the building a much

more satisfactory service would be obtained and at a less cost. It was remitted to M<sup>r</sup> M<sup>c</sup>Kill when in London to make inquiries and report.

The following letter from Mess<sup>rs</sup> James Salmon & Sons dated 15<sup>th</sup> Nov. was submitted.

“There is a point we have had to settle with M<sup>r</sup> Walker of Mess<sup>rs</sup> Waygood & Co Ltd today regarding the foundations for balancing cylinders which have to be provided for them. In working out their details they find that these foundations must go a good bit deeper than the foundations of our staircase walls. To save us digging a deep pit in the centre of the staircase which would be both difficult and hazardous they propose sinking two cylinders to form foundations for their balancing cylinders and charging us a sum of/

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of £15 towards the cost of these.

As this appeared to us a fair arrangement and as the matter could not wait over we have instructed them to proceed and trust that your Directors will approve.”

and the arrangement made with Mess<sup>rs</sup> Waygood & Co by Mess<sup>rs</sup> Salmon was confirmed.

The following letter to Mess<sup>rs</sup> James Salmon & Son from the measurers dated 15 Dec. was submitted

“As instructed by you we have gone carefully into the cost of the fitting above building with the casement windows, having the opening arrangement as offered for in M<sup>r</sup> Cochrane’s letter: (cost of 9/- per window) and after allowing the further sum of say 2/6 per window for fasteners which will be required and are not included in the 9/- per window offer, we find that the cost will be a few pounds under that of carrying out the windows as first intended but the difference is so small that the costs of the two may be taken as practically the same.”

M<sup>r</sup> Salmon reported that the “Let Board” was ready and it was remitted to M<sup>r</sup> Howden M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Salmon to decide as to the part of the building it was to be put up on.

The contract for the tile and marble work was considered. M<sup>r</sup> Salmon submitted letter from Mess<sup>rs</sup> Galbraith and Written offering to execute the work at the rates quoted/

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quoted by them in Oct. 1896 and to complete the work by the 1<sup>st</sup> May. It was resolved to accept the offer and M<sup>r</sup> Salmon was instructed accordingly.

M<sup>r</sup> Salmon submitted letter from M<sup>r</sup> W. B. Sayers agreeing to prepare specification and supervise the lighting of the building for 4% commission. M<sup>r</sup> Salmon reported that the half commission would be paid by the contractor and that the measurer’s commission would be saved. It was resolved to conform the arrangement.

M<sup>r</sup> Salmon reported that the mason was going on carrying up Mess<sup>rs</sup> Geo. Smith & Sons chimneys in terms of the arrangement and M<sup>r</sup> Salmon submitted letter from Mess<sup>rs</sup> Anderson, masons, asking that the Company keep them free from any claims for annoyance by tenants. M<sup>r</sup> Salmon was instructed to write Mess<sup>rs</sup> Geo. Smith & Sons.

The question of whether the Company should put grates into the building was brought up. Consideration of the matter was delayed and M<sup>r</sup> Salmon undertook to inquire as to the custom in other buildings.

M<sup>r</sup> Salmon reported the progress that was being made at the building and with the view of expediting the completion as much as possible it was resolved to have a meeting with the joiner, mason and plumber on/

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on an early date.

32/ The question of finance was considered and it was resolved to accept from M<sup>r</sup> Cochrane a temporary loan of £2,500 at 4½%.

The following accounts were passed.-

James Salmons & Son	£300
Insurance Premium	£ 19:7:10
P. & W. Anderson	£2500

[signed] James Howden Chairman

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Minute of Meeting of Directors held on  
Thursday 6<sup>th</sup> January 1897 at 11 o'clock within  
the office of Mess<sup>rs</sup> Brown Fleming & Murray.

Present:- M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Cochrane.

Attending:- M<sup>r</sup> Murray for Secretaries.

M<sup>r</sup> Anderson, Mason, M<sup>r</sup> Cochrane, Joiner, M<sup>r</sup> Tonner, Plasterer and M<sup>r</sup> M<sup>c</sup>Quat, Slater were introduced to the meeting and a long discussion took place in regard to expediting the completion of the Building.

Consideration of Mess<sup>rs</sup> Salmon's letters of 29<sup>th</sup> and 30<sup>th</sup> Dec. re Geo. Smith & Sons was postponed.

33/ Consideration of the question of finance was postponed.

The following accounts were passed.-

Alex. M <sup>c</sup> Lay Inspector.	8 <sup>th</sup> Instalment	£13:13:-
Brown Fleming & Murray.	To acct. of salary	<u>£90</u>

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the  
office of Mess<sup>rs</sup> Brown Fleming & Murray on  
Monday 10<sup>th</sup> January 1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane and M<sup>r</sup> M<sup>c</sup>Kill.

Attending:- M<sup>r</sup> Salmon, Architect, and M<sup>r</sup> Murray for sec[retar]ies.

The completion of the building in view of what passed at the meeting with the tradesmen held on the 6<sup>th</sup> was further considered. M<sup>r</sup> Howden who was not present at the meeting was informed of what took place. M<sup>r</sup> Salmon reported that since then he had had further meetings with the contractors and he stated that he thought there would be no difficulty in getting the first three flats ready for occupation by the Whitsunday term. M<sup>r</sup> Salmon was instructed to do everything possible to insure that as much of the building as possible would be ready for letting by the May term. M<sup>r</sup> Anderson, the mason, was introduced to the meeting and the Directors improved upon him the necessity of getting the building ready for the roof with as little delay as possible. He reported that he was being kept back now by the want of Fish Plates from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd. M<sup>r</sup> Salmon was instructed to write Mess<sup>rs</sup> M<sup>c</sup>Lellan/

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M<sup>c</sup>Lellan pretty sharply in the matter.

A Letter, dated 6<sup>th</sup> January from M<sup>r</sup> Sayers to Mess<sup>rs</sup> Salmon in regard to the advisability of making our own Electric Light instead of taking the supply from the Corporation,

was considered, and it was decided to take the supply from the Corporation and the Secretaries were instructed to fill in the necessary form.

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, on Thursday, 13<sup>th</sup> Jan. 1898 at 2 o'clock.

Present:- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane.

Attending:- M<sup>r</sup> Salmon, Architect, M<sup>r</sup> Bannatyne, Law Agent, and M<sup>r</sup> Murray for Secretaries.

A letter was read from M<sup>r</sup> M<sup>c</sup>Kill stating that he was unable to attend.

The Secretaries submitted letters of 29<sup>th</sup> and 30<sup>th</sup> December from Mess<sup>rs</sup> Salmon re Geo. Smith & Sons. Mess<sup>rs</sup> Salmon's letter of 29<sup>th</sup> and plan showing the encroachment by Geo. Smith & Sons were handed to M<sup>r</sup> Bannatyne with instructions to write Mess<sup>rs</sup> Geo. Smith & Sons in regard thereto. M<sup>r</sup> Bannatyne was asked to look into the titles and advise as to the position of each proprietor in regard to the formation of the lane.

M<sup>r</sup> Salmon explained that a number of the applicants for offices were insisting on having water-closets and lavatories for themselves and disapproving of what was originally proposed viz. to have all the lavatories at the top of the building. After consideration M<sup>r</sup> Salmon was instructed to arrange for water closet and lavatory accommodation for each office or each of the landings.

M<sup>r</sup>/

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M<sup>r</sup> Salmon reported that he had had several meeting with M<sup>r</sup> Tonner the plasterer and that he had also seen M<sup>r</sup> M<sup>c</sup>Gillivray from whom he had received a letter which he read. M<sup>r</sup> Tonner was introduced to the meeting and he undertook to get the work started at once and to push on with it as much as possible. M<sup>r</sup> Tonner stated that if the Company would allow him to pay the men something extra he thought he would be able to get a larger number. The consideration of the latter was delayed till next meeting.

34/ The consideration of the issue of the Preference Shares was delayed till next meeting.

[signed] James Howden Chairman

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Minute of meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Friday 21<sup>st</sup> January 1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill, and M<sup>r</sup> Cochrane.

Attending:- M<sup>r</sup> Salmon, Architect and M<sup>r</sup> Murray for sec[retar]ies.

35/ The minutes of the last four meetings were read approved and sixed.

A letter from M<sup>r</sup> Bannatyne of 13<sup>th</sup> January narrating the obligations of each of the proprietors in regard to the formation of the lane was read. M<sup>r</sup> Murray reported that he had seen M<sup>r</sup> Wright who had agreed to call a meeting of the proprietors and arrange for the making of the lane. M<sup>r</sup> Murray was authorised to attend the meeting on behalf of the Company.

36/ The question of the issue of the Preference Shares was further considered. Before however making the issue it was deemed advisable that practically the whole of the ordinary shares should be applied for, and should further money meantime be required it was arranged to accept a further temporary loan from M<sup>r</sup> Cochrane.

A further instalment of £1000 to Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan was passed.

[signed] James Howden Chairman

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Minute of meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Wednesday 26<sup>th</sup> January 1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane, and M<sup>r</sup> Salmon.

Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for sec[retar]ies.

37/ The following shares were allotted in terms of Applications received and sealed in favour of the allottees.

N <sup>o</sup> of Allotment	Name & Addresses of Allottees	N <sup>o</sup> of Shares allotted	Distinctive numbers of shares
22	John Kinloch, 47 Waddell St., Glasgow	90	1776-1865
23	John Fyfe Jamieson, of Cavers, Hawick, c/o 13, Ft. M.	50	1726-1775
24	Thos. Scott Cree, 21 Exchange Square, Glasgow	<u>50</u> <u>190</u>	1866-1915

38 A letter was submitted from Mess<sup>rs</sup> Adams & Co. offering for a five years lease of shop situated second from the Conservative Club at an annual rental of £130. M<sup>r</sup> Murray reported that after consultation with the chairman the offer had been accepted. The Let was confirmed.

39 An offer by M<sup>r</sup> Blair, Gunmaker, for a five years lease of shop, the rental for the five years to be £100, £100, £110, £120, & £120, was considered and it was agreed to accept same provided there would be no difficulty with the Insurance Co. in regard to the Insurance.

40/ An offer by Mess<sup>rs</sup> Macnair & Macphail for/

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for a five year's lease of shops, the rental for the five years to be £85, £95, £95, £100, and £100, was considered and the secretaries were authorised to accept same.

41/ An offer was considered from Mess<sup>rs</sup> N. Campbell Duff & Son for an office on the sixth floor annual rental to be £60. It was agreed to let them same for one year from Whitsunday.

42/ An offer of £315 for the half of the basement next Geo. Smith & Sons and for an office at the back of the Ground Floor from M<sup>r</sup> Thomas Barr was considered. After consideration it was resolved to offer him the above premises for a five years lease at £320, £330, £340, £350, & £360.

43/ A further loan from M<sup>r</sup> J. K. Cochrane of £2500 was confirmed interest to be at same rate as before.

The following Accounts were passed:-

P. & W. Anderson	£2000
John Cochrane Junr.	£350

[signed] James Howden  
Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Friday 4<sup>th</sup> February 1898 at 3.30.



Present:- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane.

Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray.

44/ A Letter was submitted from Mess<sup>rs</sup> Robert M<sup>c</sup>Kill & Co offering for an office on the second floor and the acceptance of same by the Secretaries was confirmed.

45/ The Secretaries reported that they had had further negotiations with M<sup>r</sup> Thomas Bain in regard to half of the basement and back office on the ground floor, and that they had decided to take in more space than was embraced in their previous offer. The Secretaries submitted further offer which they reported had been accepted. The acceptance was confirmed.

46/ The correspondence between Mess<sup>rs</sup> Bannatyne, Kirkwood France & Co and Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Co (Mess<sup>rs</sup> Geo. Smith & Sons Law Agents) in regard to the/

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plasterer. M<sup>r</sup> Salmon further stated that M<sup>r</sup> Tonner had as many men at work on the building as could possibly be put on it and that he was arranging with him to have more men first on the following Monday; and further that both he and the inspector were seeing that as many plasterers were being employed as the building would accommodate.

The following payment was confirmed:-

Alex. M<sup>c</sup>Kay Inspector

[signed]

James Howden  
Chairman

£13:13/-

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Minutes of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray C.A., 163 West George St Glasgow on Thursday the 10<sup>th</sup> February 1898 at 11 o'clock.

Present. M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill & M<sup>r</sup> Cochrane.

Attending. M<sup>r</sup> Bannatyne, M<sup>r</sup> Salmon & M<sup>r</sup> Murray for Secretaries

M<sup>r</sup> Salmon read the following Report as to the alleged damages to Mess<sup>rs</sup> Geo. Smith & Sons' building.

“Dear Sirs,

Referring to the correspondence between Mess<sup>rs</sup> Bannatyne, Kirkwood, and Coy and Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Coy in regard to the complaint of the latter that their client's buildings has been injured owing to the style of building adopted by your Directors. We beg to report as follows, viz:-

After careful examination of Mess<sup>rs</sup> Smiths Building along with our Clerk of Works and M<sup>r</sup> Peter Anderson, Builder, We find that there are numerous cracks on the exterior and interior walls of this building chiefly confined to the ground and basement floors. These which embrace broken sills and lintels, cracks in plaster work and tiles &c are mostly old & were observed and known to exist prior to our own building operations.

Some fresh cracks have developed recently but these are mostly near the older cracks.

A series of fresh cracks have developed recently near a gas engine on the basement under Stationer's shop.

Speaking generally of this Building we may point out that it is founded on forced ground and that during or shortly after it exhibited signs of weakness.

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weakness, shown by the older tracks already referred to and its having swayed outwards at the top.

Before starting our operations we took plumbings and found the Building hanging over your site some two or three inches at its north point and four at its south gable.

In regard to the fresh cracks which are now appearing it does not follow that these have been occasioned by your building, for experience shows that buildings founded on weak foundations may go on sinking for an indefinite number of years.

In regard to your own building the greatest possible care was taken to guard against the Building in question and you are aware that in order to do so we had not only to sacrifice to a very great extent a large portion of your basement floor, but to spend a large sum on a thick cake of concrete & a heavy retaining wall.

From the time when we began our operations until now we have had no complaints of having done any damage whatever to either of the neighbouring buildings

The arrangement made that the foundations of Mess<sup>rs</sup> Smith's property should be carefully protested & secured against any damage caused by your building operations had been faithfully and literally fulfilled.

We are

yours faithfully  
James Salmon & Son"

M<sup>r</sup> Bannatyne was instructed to reply to Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Co's letter denying liability.

48/ M<sup>r</sup> Bannatyne advised that prior to the issue of the Pref[e]rence Shares it would be necessary to have a Special Resolution of the Company and it was decided to convene the/

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the first of the required meetings for Friday the 18<sup>th</sup> February. With the view of determining the dates at which the Preference Shares money should be called up M<sup>r</sup> Salmon was asked to get the measurer to make up a statement showing the probable dates of further payments to the Contractors.

The necessary bond to connect the drainage system with the town's sewer was signed.

M<sup>r</sup> Salmon submitted the following Report from M<sup>r</sup> Sayers on the offers received from the Electric Lighting, viz:-

[“]Dear Sirs,

In accordance with your request I have examined the Eight offers for wiring offices & providing & erecting fittings in the Corridors, Lavatories etc. In computing the totals given below, I have taken the numbers of offices of the respective sizes as given me by M<sup>r</sup> Salmon viz.

Two offices occupying the whole front portion of one flat in one half the building. Twenty Offices each occupying one half of the back portion of a flat in one half the building. Also the Basement arranged as two tenements & the shops divided into two large & four smaller ones.

Woodward & Craig	£1635"15"0
A. Maclellan & Co.	1649"0"0
W <sup>m</sup> Bryden & Sons.	1702"10"0
James Hutchison	1714"10"0
Anderson & Munro	1843"17"0
Claud Hamilton & Co Ltd	2524"16"0
M <sup>c</sup> Ewan Clark & Co	2689"13"6
Walter Dixon & Co	3214"10"0

Six other firms returned their copies of Specifications saying they were unable to quote.

The lowest offer is by Mess<sup>rs</sup> Woodward & Craig. They are a new firm who have not I understand carried out any

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any work as a firm and although I think M<sup>r</sup> Woodward has had a fair experience they would no doubt require to engage an unknown staff in order to carry out a large job of this description & for these reasons I do not recommend that their offer should be accepted.

Of the next three offers Mess<sup>rs</sup> A. Maclellan & Co. are the lowest. I think these three firms (the 2<sup>nd</sup> 3<sup>rd</sup> and 4<sup>th</sup> on list) are about on a par as regards capability of executing the work satisfactory. If anything I would place A. M<sup>r</sup> Lellan the first of the three, so that I think the choice should lie between A. Maclellan & Co and the fifth on the list ie Anderson & Munro. The latter firms offer is £194:17:0 higher than Mess<sup>rs</sup> A. Maclellan & Co. I have no doubt that Mess<sup>rs</sup> Anderson & Munro have the best trained staff of men for carrying out a job of these dimensions at the same the same time I have been well satisfied with Mess<sup>rs</sup> Maclellan's work in jobs which they have carried out under my supervision Mess<sup>rs</sup> Anderson & Munro's schedule of prices for additional work beyond they now contemplated are slightly lower than those given by Mess<sup>rs</sup> A. Maclellan & Co.

Yours faithfully

10 Feby. 1898.

[signed] "W. I. Sayers"

Considerable surprise was expressed at the amounts of the estimates in view of Mess<sup>rs</sup> Duff & Sons statement that the Electric Lighting and Paper Work would not exceed the sum of £700. M<sup>r</sup> sayers was introduced to the meeting and after considerable discussion he was asked to see if he could not modify his specification so as to reduce the cost without interfering with the efficiency & substantialness of the installation.

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Minute of Extraordinary General Meeting of Shareholders held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Friday 18<sup>th</sup> February 1898 at 12 o'clock noon.

Present. In Person, M<sup>r</sup> Cochrane, M<sup>r</sup> Salmon, M<sup>r</sup> Allan & M<sup>r</sup> Cree  
By Proxy. M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill, M<sup>r</sup> Kinloch, M<sup>r</sup> Paul Rottenburg & M<sup>r</sup> Fritz Rottenberg.  
Attending. M<sup>r</sup> Murray for Secretaries  
M<sup>r</sup> Cochrane in the chair.

M<sup>r</sup> Murray read the notice calling the Meeting.

The Chairman moved the following Resolution.

49/ [typeset text tipped in] RESOLUTION

"That of the 8,000 Shares of £10 each in the Capital of the Company which have not been issued 2,000 will be Preference Shares and shall be offered for subscription forthwith to the members as nearly as possible in proportion to the existing Shares held by them, and on such terms and conditions as the Directors may fix; and if any member declines to take the Shares offered to him, the Directors may dispose of the same in such manner as they think most beneficial to the Company; and that such Preference Shares shall confer on the holders thereof the right to a fixed cumulative preferential dividend at the rate of 4½ per centum per annum on the capital for the time being paid up on such shares and that such Preference Shares shall rank both as regards capital and dividend in priority to the 2,000 shares already issued, and shall not confer any further right to participate in profits or surplus assets, and that the Company shall be at liberty to issue any share of

the original or new capital to rank *pari passu* with, but not in priority to, the Preference Shares authorised by this resolution.

[handwritten text resumes]

M<sup>r</sup> Allan seconded the motion.

The motion was unanimously carried.

A vote of thanks to the Chairman terminated the meeting.

[signed] J. A. Cochrane  
Chairman

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, on Monday 21<sup>st</sup> February 1898 at 11.30

Present:- M<sup>r</sup> Howden and M<sup>r</sup> M<sup>c</sup>Kill

Attending:- M<sup>r</sup> Salmon, M<sup>r</sup> Sayer and M<sup>r</sup> Murray.

M<sup>r</sup> Murray submitted letters which he had received from M<sup>r</sup> J. A. Cochrane offering a further loan of from £2000 to £3000. It was decided to accept same the money to be taken as required, the rate of interest to be 4½% and the terms of repayment of the whole loan from him to be as follows:- £2500 on 1<sup>st</sup> April, £2500 on 1<sup>st</sup> May and £3000 on 1<sup>st</sup> July.

M<sup>r</sup> Salmon submitted correspondence and specifications re the offers for electric lighting and it was resolved to accept M<sup>r</sup> M<sup>c</sup>Lelland's offer.

51 M<sup>r</sup> Murray submitted offer by Mess<sup>rs</sup> Gregor Turnbull & Co of £54 for office on the 6<sup>th</sup> floor and reported that after consultation with the Chairman the offer had been accepted. The meeting confirmed same.

52 It was resolved to hold the Extraordinary General Meeting to confirm the resolution in regard to the issue of the Preference Shares on 7<sup>th</sup> March.

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, on Friday 25<sup>th</sup> February 1898 at 11.30 o'clock.

Present:- M<sup>r</sup> Cochrane, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Young

Attending:- M<sup>r</sup> Salmon, and M<sup>r</sup> Murray for Secs

53/ The letting of the following offices &c was confirmed.

Office on 6<sup>th</sup> floor to James Salmon & Son at rental of £75

" " " " Geo. I. Tait " " £15

" " " " John Miller " " £15

Store on Ground Floor to Adams & Co " " £3

M<sup>r</sup> Murray reported his interview with M<sup>r</sup> Wright, Law Agent for the proprietors of the Ground on the other side of the lane. It was decided to fall in with the other proprietors and have the repair of the lane provided with each paying their proportion of the cost. M<sup>r</sup> Murray was instructed to again see M<sup>r</sup> Wright in regard to the matter.

M<sup>r</sup> Salmon and M<sup>r</sup> Murray reported further negotiations they had been having with regard to parties inquiring about offices.

M<sup>r</sup> Murray reported what passed at a meeting he had with M<sup>r</sup> Johnston in reference to the encroachment by Mess<sup>rs</sup> Smith & Sons on the well. M<sup>r</sup> Murray was instructed to again see M<sup>r</sup> Bannatyne.†

Mr/

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M<sup>r</sup> Salmon reported that there were 28 Journeymen plasterers besides apprentices and labourers at work on the building. M<sup>r</sup> Salmon was instructed to guage plaster the premises let for occupation at Whitsunday so as to insure there being ready in time.

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Minute of Extraordinary General Meeting of Shareholders held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Monday 7<sup>th</sup> March 1898 at 12 o'clock noon.

Present:-

In person:- M<sup>r</sup> Cochrane, M<sup>r</sup> M<sup>c</sup>Kill, M<sup>r</sup> Young, M<sup>r</sup> Salmon and M<sup>r</sup> Clark.

By proxy:- M<sup>r</sup> N Tarbett Fleming, M<sup>r</sup> F. Rottenburg, M<sup>r</sup> Paul Rottenburg, M<sup>r</sup> Wyllie, M<sup>r</sup> Burns, M<sup>r</sup> Brownlee, M<sup>r</sup> Kinlock.

In person:- M<sup>r</sup> Cochrane, M<sup>r</sup> M<sup>c</sup>Kill, M<sup>r</sup> Young, M<sup>r</sup> Salmon and M<sup>r</sup> Clark.

By proxy:- M<sup>r</sup> M. Tarbett Fleming, M<sup>r</sup> F. Rottenburg, M<sup>r</sup> Paul Rottenburg, M<sup>r</sup> Wyllie, M<sup>r</sup> Burns, M<sup>r</sup> Brownlee, M<sup>r</sup> Kinloch.

Attending: - M<sup>r</sup> Wilson for Secretaries

M<sup>r</sup> Cochrane in the Chair.

M<sup>r</sup> Wilson read the notice calling the meeting and minute of Extraordinary General Meeting held on 18<sup>th</sup> February.

54/ The Chairman moved the Confirmation of the following Resolution.

[typeset text tipped in] RESOLUTION

“That of the 8,000 Shares of £10 each in the Capital of the Company which have not been issued 2,000 will be Preference Shares and shall be offered for subscription forthwith to the members as nearly as possible in proportion to the existing Shares held by them, and on such terms and conditions as the Directors may fix; and if any member declines to take the Shares offered to him, the Directors may dispose of the same in such manner as they think most beneficial to the Company; and that such Preference Shares shall confer on the holders thereof the right to a fixed cumulative preferential dividend at the rate of 4½ per centum per annum on the capital for the time being paid up on such shares and that such Preference Shares shall rank both as regards capital and dividend in priority to the 2,000 shares already issued, and shall not confer any further right to participate in profits or surplus assets, and that the Company shall be at liberty to issue any share of the original or new capital to rank *pari passu* with, but not in priority to, the Preference Shares authorised by this resolution.

[handwritten text resumes]

M<sup>r</sup> Clark seconded the motion.

The Motion was carried unanimously.

A vote of thanks to the

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Chairman terminated the meeting.

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Minute of Meeting of Directors held immediately after the Extraordinary General

Meeting of Shareholders held on Monday 7<sup>th</sup>  
March 1898.

Present:- Mess<sup>rs</sup> Cochrane, M<sup>c</sup>Kill and Young.  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Wilson for Secretaries.

A letter from Mess<sup>rs</sup> J. & K. Annan Ltd was submitted offering to take a lease of an office and basement for 10 years at a rent of an office and basement for 10 years at a rent of £350 per annum. After discussion the Secretaries were instructed to write to Mess<sup>rs</sup> Vannan that the Directors were unwilling to grant a lease for a longer period than five years on these terms but that they would grant a 10 years lease at an annual rent of £350 for the first five years and at an increasing rent of £15 per annum for the following five.

The question of advertising the premises as "ready at Whitsunday term" was discussed and it was decided to advertise this in the "Herald" and on the Building. It was remitted to M<sup>r</sup> Salmon to prepare a sketch and circular to be issued.

A letter was submitted from the telephone Company offering to wire the building with the exception of the top flat and it was decided to agree to their proposal/

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proposal, but that the top flat must be included. It was remitted to M<sup>r</sup> Salmon to meet the Company's engineer and arrange with him as to the wiring.

55/ The let of a one-roomed office on the 5<sup>th</sup> floor to Mess<sup>rs</sup> A. M<sup>c</sup>Lennan & Co at a rental of £25 was confirmed.

56/ The Secretaries reported that a further loan of £3000 had been received from M<sup>r</sup> J. K. Cochrane.

The proof of the circular to be issued in connection with the new shares was submitted and approved.

The question of reletting M<sup>r</sup> M<sup>c</sup>Kill's office was discussed and it was remitted to M<sup>r</sup> MacKill to see his landlord and arrange as to this.

M<sup>r</sup> Salmon submitted estimates for grates and it was remitted to him and to M<sup>r</sup> M<sup>c</sup>Kill to see the goods as offered by Mess<sup>rs</sup> H. Tosh Sons & Cross, J. David Parker, and Hight & Roxburgh,

57/ The balance of ordinary shares unissued were allotted as follows:-

James Fleming	25 shares
J. K. Cochrane	30 "
James Young	30 "

The following payments were confirmed:-

Alex. McKay		£13:13/-
Wm. Hodger & Co.		1:1/-
John Cochrane J <sup>r</sup>	Joiner	£1000
Wm. Tonner,	Plasterer	£400

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown, Fleming & Murray on Wednesday the 16<sup>th</sup> March 1898 at 11 o'clock forenoon.

Presents:- M<sup>r</sup> Howden & M<sup>r</sup> M<sup>c</sup>Kill.  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Secretaries.

The letting of the following offices was confirmed:-

58/ Office on Ground Floor to Mess<sup>rs</sup> A. & K. Vannan Ltd on 10 years lease at rental of £350 for the first five years and rising £15 in each of the last five years.

59/ Office on 6<sup>th</sup> floor to Mess<sup>rs</sup> Gilbert Thomson & Deas on two year's lease at rental of £75 per annum.

60/ The Application for the Preference Shares were submitted and these were allotted as follows:-

<u>N° of Allot<sup>t</sup></u>	<u>Name &amp; Addresses of Allottees</u>	<u>N° of Shares</u>	<u>Distinctive numbers</u>
1	M <sup>rs</sup> Mary Anne Cochrane, Calderglen, Blantyre	26	1-26
"	Miss Laura Maitland Cochrane, " "	100	27-126
"	" Mary Anne Charlotte Maitland Cochrane, Calderglen, Blantyre	100	127-226
"	" Victoria Maitland Cochrane, Calderglen, Blantyre	100	227-326
"	" Muriel Evelyn Maitland Cochrane, " "	100	327-426
2.	Miss Jeanie Law, 16 Eglinton Drive, Kelvinside	50	427-426
3.	James Howden, 2 Princes Terrce, Dowanhill	262	477-738
4	M. Tarbett Fleming, 45 Renfield Street, Glasgow	65	739-803
5.	James Wyllie, Chamberlain of Argyll, Inverary	50	804-853
6.	M <sup>rs</sup> Mary Elizabeth Wyllie, Inverary	50	854-903
	Carry forward	<u>903</u>	

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<u>N° of Allot<sup>t</sup></u>	<u>Name &amp; Addresses of Allottees</u>	<u>N° of Shares</u>	<u>Distinctive numbers</u>
	Brought forward	903	
7.	Robt. Cowan Marchall, Caldergrove, Newton, Lanarkshire	100	904-1003
8.	James Fleming, 136 Glebe Street, Glasgow	25	1004-1028
9.	Robt. Brownlee, 24 Burntisland Terrce, "	25	1029-1053
10.	Jas. Young, 138 Bath St., Glasgow	236	1054-1289
11.	Wm. Clark, 16 Montgomerie Crescent, Kelvinside	100	1290-1389
12.	Neil Macnish, 46 Commercial Rd., Glasgow	50	1390-1439
13.	Thos. Scott Cree, 21 Exchange Sq., "	65	1440-1504
14.	Claud Andrew Allan, 163 W George St, "	196	1505-1700
15.	Alex Johnston, 150 St. Vincent Street, "	50	1701-1750
16.	M <sup>rs</sup> Jane Caird or Law's Trs, c/o Thos. Law & Co., "	100	1751-1850
17.	John Fyfe Jamieson, c/o Brown, Fleming & Murray "	50	1851-1900
18.	Paul Rottenburg, 105 West George St., "	50	1901-1950
19.	Fritz Rottenburg, " " "	50	1951-2000
		<u>2000</u>	

61/ Share Certificates were agreed and sealed for the Ordinary Shares allotted at last meeting as follows:-

J. K. Cochrane	30 shares
James Young	30 "
James Fleming	25 "

The matter of the slow progress by Mess<sup>rs</sup> Waygood & Co. Ltd. with the Lifts was considered. It was resolved that the Secretaries should write to Mess<sup>rs</sup> Waygood pointing out the seriousness of the delay. M<sup>r</sup> Salmon was asked to send the Secretaries copy correspondence which he had been having with Mess<sup>rs</sup> Waygood.

The following payments were confirmed/

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confirmed:-

P. & W. Anderson	£1000.
The following accounts were passed:-	
Herald A/C	£1
P. & W. M <sup>c</sup> Lellan Ltd.	£1000

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Minute of Meeting of Directors held in Mess<sup>rs</sup> Brown Fleming & Murray's office on Friday 25<sup>th</sup> March 1898 at 11.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane and M<sup>r</sup> M<sup>c</sup>Kill.  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for sec[retar]ies.

62/ The let of shop to Mess<sup>rs</sup> Hight and Roxburgh on a three year's lease at a rental of £230, £240 and £250 for the three years respectively was confirmed.

M<sup>r</sup> Murray submitted correspondence which he had had with Mess<sup>rs</sup> Waygood in regard to the lifts. M<sup>r</sup> Salmon reported that Mess<sup>rs</sup> Waygood's representative had been down, and the steps they were taking to expedite the completion of the lifts. Notwithstanding M<sup>r</sup> Walker's visit it was resolved that the Secretaries should write Mess<sup>rs</sup> Waygood for a reply to their letter of 18<sup>th</sup> inst.

In regard to the plaster work M<sup>r</sup> Salmon reported that there were now as many plasterers at work as it was possible to accom[m]odate.

M<sup>r</sup> Murray submitted letter from The London Guarantee & Accident Co. Ltd in regard to insurance against accidents on the lifts. He was instructed to inquire if it was the practice to insure lifts.

An application by M<sup>r</sup> Thos. Barr that brick bins should be fitted up in/

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in their premises was considered. As this was not included in the Agreement of Let and as the bins would in all probability be useless so far as the Company was concerned should they leave the premises it was decided that the Company should not be at the cost of building same.

M<sup>r</sup> William Fyfe and his wife were introduced to the meeting and the former was engaged as caretaker on the following terms:-

1. Salary to be £1 per week with free house, coal & light.
2. Engagement to be terminable on one month's notice on other side.
3. M<sup>rs</sup> Fyfe to keep in order the typists' room & lavatory on top floor.
4. He to make himself generally useful and to any small repairs and to see that premises properly shut up at night.
5. To take charge of cleaning stairs and lavatories the Company paying the wages of any women he may[?] employ.
6. To superintend and be responsible for the working of the Lifts relieving the hoistmen for an interval of at least ~~half an hour each~~ \One/ during the day.

The following accounts were passed:-

James Salmon & Sons	£300
Brown Fleming & Murray	40

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Minute of Meeting of Directors held in  
Mess<sup>rs</sup> Brown Fleming & Murray's  
office on Monday, 18<sup>th</sup> April at 11.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane and M<sup>r</sup> M<sup>c</sup>Kill.  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Sec[retar]ies.

M<sup>r</sup> Murray reported that he found that some of the proprietors had insured against accidents to the lifts. He submitted quotations but consideration was delayed until a future meeting.

The question of insuring the plate glass windows was considered and it was decided to ask for quotations for the whole front windows and also for the shop windows only.

A letter from Messrs R. Waygood & Co dated 31<sup>st</sup> March in regard to the delay in fitting up the lifts was submitted.

An offer was submitted from M<sup>r</sup> Wm. Stevenson for an office on the 7<sup>th</sup> floor at a rental of £30 per annum. M<sup>r</sup> Murray was instructed before letting the office to inquire further as to the nature of his occupation.

A letter was dated 15<sup>th</sup> April from M<sup>r</sup> M<sup>c</sup>Kill enclosing letter from the National Telephone Co. in regard to the proposed internal installation of telephones was submitted. Consideration of same was delayed/

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delayed meantime.

A letter was submitted from the factor of Mess<sup>rs</sup> M<sup>c</sup>Kill's office to letting of same.

63/ M<sup>r</sup> Murray reported that Mess<sup>rs</sup> N. Campbell Duff & Sons who had taken an office on the 6<sup>th</sup> floor for one year at a rent of £60 now wished a three years' lease at the same rent. After consideration it was resolved to offer them the office on a three years' lease at the following rents – First year £60, Second year £62;10/-, Third year £65.

M<sup>r</sup> Salmon submitted offer for painter work and it was resolved to accept that of M<sup>r</sup> J. Arnot on condition that he undertook to have the premises let ready for occupation on 28<sup>th</sup> May and if need be to have his men working night and day.

The following payments were confirmed

J. & K. Cochrane	Repayt. of Loan	£2500
"	Int[erest]. on above	27:8:2
P. & W. Anderson		£1000
M <sup>c</sup> Quat & Son		£350
Wm. Tonner		£400
Alex. M <sup>c</sup> Lay.		£ 13:13/-
John Cochrane jr.		£700

The following account was passed:-

Wm. Hodge & Co.	£4:1:6
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Minute of Meeting of Directors held in the office of  
Mess<sup>rs</sup> Brown Fleming & Murray on Monday 16<sup>th</sup> May  
1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young and M<sup>r</sup> M<sup>c</sup>Kill.  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Sec[retar]ies.

A letter from Mess<sup>rs</sup> Bannatyne Kirkwood France & Co with copy letter from Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Co and then reply was read. M<sup>r</sup> Salmon reported that he had had Mess<sup>rs</sup>

Smith's building reported on by M<sup>r</sup> Hogg, M<sup>r</sup> Guthrie, and M<sup>r</sup> T. L. Watson and that he was preparing some drawings for these gentlemen's consideration.

A letter was read from M<sup>r</sup> John Eadie applying for situation as hoistman. It was remitted to the Secretaries to arrange with him.

M<sup>r</sup> Salmon reported that M<sup>r</sup> Arnot the lowest offerer for painter work did not see his way to accept the Contract stipulated upon the terms stipulated for at the last meeting of Directors and that with the approval of the Chairman he had accepted a reduced offer by Mess<sup>rs</sup> Bowie Fisher & Co. which was confirmed.

A letter from M<sup>r</sup> H. Gordon Robertson was submitted in regard to the payment of the proportion of the stair lighting and cleaning. It was resolved to write him stating/

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stating that the Board had decided to keep the cleaning of the stair and lavatory in their own hands and apportion the cost among the tenants in proportion to the rests,]

Consideration of the question of internal telephone arrangements was deferred meantime.

64/ An offer from The Williams Typewriter Co. was submitted for shop on a three years lease at a rental of £80, £90 and £95 for the three years respectively. It was resolved to accept same but no bench for mechanics to be provided.

It was resolved to accept Mess<sup>rs</sup> Galbraith & Winton were making very slow progress with the file work. It was remitted to M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Salmon to see them.

A request for payment of £500 by Mess<sup>rs</sup> R. Waygood & Co to account of their contract was considered. The Secretaries were instructed to write them that the Board had decided not to pay them anything further until the first Lift was completed and running.

The following accounts were passed:-

Napier & Wilks	£2:12:6
Glasgow Herald	£8:- :-

The following payments were confirmed:-

Shirra & Black	£230
J. & R. Cochrane & Co.	Repayt of Loan £2500
"	Int[erest]. On above £ 28:-:1

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Alex. M <sup>c</sup> Lay	£13:13/-
Wm Tonner	£400
N. Campbell Duff & Sons	£150
John Cochrane Jr.	£1000
P. & W. Anderson	£1000
Blythwoodholm Proprie[to]rs	
Int[erest] on Purchase Price	£ 526:17:6
Do_____Feu duty	85:7:8

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray in Tuesday 31<sup>st</sup> May 1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden and M<sup>r</sup> M<sup>c</sup>Kill.

Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Sec[retar]ies.

Further correspondence between Mess<sup>rs</sup> Bannatyne Kirkwood France & Co. and Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Co was submitted in regard to the damage to Mess<sup>rs</sup> Smith & Sons building. M<sup>r</sup> Salmon stated that he had not yet prepared the plans and calculations to enable Mess<sup>rs</sup> Hogg, Guthrie & Watson to prepare their report. He stated however that he would have these ready in the course of a day or so. Consideration of the matter was postponed until the Report was prepared.

A letter dated 27<sup>th</sup> May from Mess<sup>rs</sup> Robert M<sup>c</sup>Kill & Co in regard to the door at the entrance to their office was submitted. After consideration M<sup>r</sup> Salmon was instructed to prepare drawing of glass door and submit same to Mess<sup>rs</sup> M<sup>c</sup>Kill & Co for their approval.

Letters were also submitted from Mess<sup>rs</sup> Robert McKill & Co and M<sup>r</sup> Thos. Barr complaining as to the unfinished state of their premises.

A letter from Mess<sup>rs</sup> D. & W. Wilson

Mess<sup>rs</sup>/

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Mess<sup>rs</sup> Hight & Roxburgh's law agents in regard to their shop was also read and the Secretaries were instructed to reply thereto.

65/ An offer was submitted for an office on the 5<sup>th</sup> floor by M<sup>r</sup> John Watt of £50 for the first year and £55 for the second year. It was agreed to accept same.

A letter dated 27<sup>th</sup> May from Mess<sup>rs</sup> Waygood & Co was submitted. The Secretaries were instructed to consult Mess<sup>rs</sup> Bannatyne Kirkwood France & Co before replying thereto.

A letter was submitted from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd enclosing order from Mess<sup>rs</sup> Salmon & Sons for £600. It was resolved not to make any further payment until the accounts were finally adjusted.

It was submitted to the Secretaries and M<sup>r</sup> M<sup>c</sup>Kill to arrange as to the liveries for the caretaker and hoistman.

The Secretaries reported that they had had no reply from M<sup>r</sup> Stevenson who had offered for the office on the 7<sup>th</sup> floor in regard to the nation of his business.

The following accounts were passed:-

John Fergusson & Sons  
Ivie Hain & Co

£2:4:7  
-:8:8

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Monday 20<sup>th</sup> June at 12 o'clock noon.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Young  
Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Secretarie[s]

Quotations for insurance against accidents on the lifts were submitted and considered. M<sup>r</sup> Murray was instructed to see the manager of the Law Accident Insurance Co, whose quotation was the lowest, and to ascertain exactly what the policy covered, and if satisfactory to accept same. He was also instructe[d] to make inquiries about insurance against compensation to workmen in respect of the caretaker and hoistmen in the employment of the Company.

M<sup>r</sup> Murray submitted a copy of reply which he had sent to Mess<sup>rs</sup> Waygood & Co to their letter of 27<sup>th</sup> May after consultation with Mess<sup>rs</sup> Bannatyne Kirkwood France & Co which was approved. He also submitted further letters received from Mess<sup>rs</sup> Waygood dated 23<sup>rd</sup>, 14<sup>th</sup>, 15<sup>th</sup> and 18<sup>th</sup> June in regard to the working of the lifts and the sinking of the wells. The matter was remitted to M<sup>r</sup> Howden and M<sup>r</sup> Salmon. It was also remitted to/  
to/

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to these gentlemen to appoint an engineer to report as to the Lift and the satisfactoriness of Mess<sup>rs</sup> Waygood's work. It was resolved not to give them a further payment to account in view of the fact they were so far behind with their contract.

A letter from Mess<sup>rs</sup> Bannatyne Kirkwood France & Co enclosing copy further letter from Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Co was submitted

66/ M<sup>r</sup> Murray reported that he had insured the building for a further £20000 making the total amount insured £40000, which was confirmed.

A transfer by M<sup>r</sup> Neil Macnish of 10 Preference Shares in favour of Miss Kate Macnish was submitted and passed.

A letter was submitted from M<sup>r</sup> William Stevenson explaining the nature of his business and the use to which he meant to put the office, for which he had previously offered. M<sup>r</sup> Murray reported that on receipt of the letter the office had been let, which was confirmed.

Further letter from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd. requesting payment of £600 were submitted. After consideration the Directors resolved to adhere to their previous decisions not to/

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to make any further payment to account

An offer by Mess<sup>rs</sup> A. M<sup>c</sup>Lellan & Co was submitted for fitting up electric bells at a cost of £23:16/-, and it was resolved to accept same.

The following payments were confirmed.

Alex. M <sup>c</sup> Lay	£13:13/-
C. & I. Malloch	£250
I. Cochrane, jr.	£1000
John Craig	£ 50
Wallace & Connell	£700
Galbraith & Winton	£800
Wm. Tonner	£400
Highet & Roxburgh	£ 50

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Minute of Meeting of Directors held in Mess<sup>rs</sup> Brown Fleming & Murray's office on Friday 24<sup>th</sup> June 1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Young.

Attending:- M<sup>r</sup> Murray for Secretaries and M<sup>r</sup> Salmon.

A letter was submitted from M<sup>r</sup> Salmon dated 22<sup>nd</sup> June, enclosing copy of a letter he had received from Mess<sup>rs</sup> Waygood in regard to the working of the lifts. M<sup>r</sup> Dalmon was instructed in the matter.

The Secretaries reported the result of their inquiries about insurance against accidents on the lifts and compensation to employees. It was remitted to the Secretaries to make further inquiries.

A letter was submitted from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd. re payment to them of £600. The Directors decided to adhere to their previous decision.

A letter from M<sup>r</sup> Thos. Barr was submitted in regard to the Electric Light fittings and about the unfinished state of the premises. The Secretaries were instructed to reply that none of the offices were being fitted up with electric fittings and that these were all being put in by the tenants, and that the Architects attention would be called to the state of the premises.

Several applications for the position  
of/

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of hoistman were submitted. Consideration of same was postponed.

67/ A statement of finance was submitted and the Secretaries were instructed to repay temporary loan of £3000 to Mess<sup>rs</sup> I. & K. Cochrane & Co. on 1<sup>st</sup> July. It was decided to make the first payment of the Preference Dividend on 1<sup>st</sup> January 1899.

68/ M<sup>r</sup> Salmon was instructed to procure a table and chairs and some matting for the typewriters room.

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Minute of Meeting of Directors held in Mess<sup>rs</sup> Brown Fleming & Murray's office on Thursday, 21<sup>st</sup> July, 1898 at 3 o'clock.

Present:- Mess<sup>rs</sup> Howden and Cochrane.

Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for the Secretaries

The secretaries submitted circular and letters from M<sup>r</sup> D. Strathie, C. A. in regard to the suspension of Mess<sup>rs</sup> Hight & Roxburgh and the position of their contract for grates was discussed. It was resolved to delay consideration of the matter until hearing further from M<sup>r</sup> Strathie.

The Secretaries submitted letter of 30<sup>th</sup> June from The London Guarantee & Accident Insurance Coy stating they could not grant a policy meantime owing to the unfinished state of the lift.

M<sup>r</sup> Salmon submitted letters of 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> insts and telegram of 20<sup>th</sup> inst from Mess<sup>rs</sup> Waygood & Coy in regard to the progress of the work on the lifts, And in regard to Mess<sup>rs</sup> Waygoods request for a further payment to account it was resolved to refuse same till the first lift was finished & working property.

Transfers were submitted by M<sup>r</sup> James Howden for the following/

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following shares.

100 Preference Shares in favor of Miss Isabella Howden

100 " " " " " " Catherine "

62 " " " " " " Ellen "

and share certificates were signed and sealed in favor of the transferees.

A circular was submitted from G. H. Millyard, Clerk to the Income Tax Commissioners re charging Property tax direct to the Landlords which was agreed to and a form of accession signed.

A letter was submitted from Mess<sup>rs</sup> Jas. Salmon & Sons dated 29<sup>th</sup> June enclosing a letter from the abatement in their rent for the first year on account of delay in getting entry to their shop. It was agreed to accept £73:6:8 for the first year in place of £80.

Further letters were submitted from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan, Ltd in reagrd to the further payment to account of £600. The Directors resolved to adhere to their former decision.

On application by Thomas Orr for the situation as hoistman was submitted and the acceptance of same in terms of the Secretaries letter to him of 14<sup>th</sup> July was confirmed.

The following accounts were passed

Walter Macfarlane & Coy. £80:13/-  
Glasgow Herald 11:18:6.

Jas./

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Jas. Fleming for Corporation of Glasgow 3:3:4  
W. P. Laidlaw & Son 1:5:6

Payment of the following Accounts was confirmed.

W. B. Sayers £25  
Repayment of loan to J. & R. Cochrane & Coy £3000.  
Alex. M<sup>c</sup>Lay £13:13/-  
A. M<sup>c</sup>Lellan & Coy £500--  
J. & R. Cochrane & Coy.  
Interest on Loan 43:5:2

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Minute of meeting of Director[s] held in  
the office of Mess<sup>rs</sup> Brown Fleming &  
Murray on Friday 29<sup>th</sup> July at 3 o'clock

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young and M<sup>r</sup> Cochra[ne]  
Attending:- M<sup>r</sup> Murray for Secies, and M<sup>r</sup> Salmon

The Secretaries submitted letter dated 22<sup>nd</sup> July from Mess<sup>rs</sup> Salmon & Son enclosing a further letter from Mess<sup>rs</sup> Waygood & Co. dated 21<sup>st</sup> July and letter dated 28<sup>th</sup> July and also letter dated 28<sup>th</sup> July from them in regard to the completion of the Lifts. It was arranged that M<sup>r</sup> Howden and M<sup>r</sup> Young should meet M<sup>r</sup> Walton of Mess<sup>rs</sup> Waygood & Co at the building on Tuesday the 2<sup>nd</sup> August at 10.15.

The Secretaries submitted a further letter which they had received from M<sup>r</sup> Strathie dated 22<sup>nd</sup> July in regard to Mess<sup>rs</sup> Highet & Roxburgh's affairs and reply of their reply thereto which was approved.

A further letter was submitted from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd. asking for payment of £600. The Secretaries were instructed to write asking them to get the Contract measur[ed] up when their account could be finally adjuste[d.]

The Secretaries submitted M<sup>r</sup> C. P. Higg's Report on Mess<sup>rs</sup> Geo. Smith & Sons building. It was remitt[ed] to the Secretaries to see M<sup>r</sup> Bannatyne in regard to th[e] matter.

The following accounts were passed.

Donald Clerk & Co £33:2/-  
P. & W. Anderson £1000

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Minute of Meeting of Directors held in  
the office of Mess<sup>rs</sup> Brown Fleming &  
Murray on Wednesday 3<sup>rd</sup> August at 10  
o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane, M<sup>r</sup> Young & M<sup>r</sup> M<sup>c</sup>Kill.  
Attending:- M<sup>r</sup> Murray for Sec[retar]ies, M<sup>r</sup> Salmon, Architect, M<sup>r</sup> Walker of Mess<sup>rs</sup> Waygood &  
Co, M<sup>r</sup> Henderson and M<sup>r</sup> Simpson, C. E.

M<sup>r</sup> Howden and M<sup>r</sup> Young reported in regard to the sinking of the second lift and afterwards the meeting had a long discussion with M<sup>r</sup> Walker of Mess<sup>rs</sup> Waygood & C[o] and also M<sup>r</sup> Henderson, Contractor for the sinking of the wells. The Directors informed M<sup>r</sup> Walker that they would resist on the lift being completed in terms of the Contract and that they would not agree to the sinking being continued \or completed/ in such a way that the lift would only work to the 5<sup>th</sup> floor, and while not taking any responsibility in the matter that after consultation with M<sup>r</sup> Simpson, C. indicated their views as to how the further sinking should be proceeded with.

A further letter was submitted from M<sup>r</sup> Strathie dated 1<sup>st</sup> August in regard to Mess<sup>rs</sup> Hight & Roxburgh's affairs stating that they were prepared to go on with the contract for the grates. The Secretaries were instructed to write them agreeing thereto.

The/

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69/ The Directors appointed Joseph Patrick Esq. C. A. as auditor of the Company and fixed his fee for the past year at £10:10/-.

The following Accounts were passed:-

J. Cochrane J <sup>r</sup>	£1000
R. Waygood & Co Ltd.	£500

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, on Monday 22<sup>nd</sup> Aug. 1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden & M<sup>r</sup> Cochrane.

Attending:- M<sup>r</sup> Murray for Sec[retar]ies and M<sup>r</sup> Salmon.

70/ The Secretaries submitted statement of finance at date. It was resolved to get a temporary loan of £1000 from M<sup>r</sup> Cochrane at 4½%.

Further letter from Mess<sup>rs</sup> Waygood & Co. Ltd to Mess<sup>rs</sup> James Salmon & Son in regard to the completion of the lifts were submitted.

71/ The Secretaries reported the letting of a single roomed office on the 5<sup>th</sup> floor to the Navy League (Glasgow Branch) at an annual rental of £32, which was approved.

M<sup>r</sup> Salmon reported that the Linotype Co. had been making inquiries about a shop in the building. It was remitted to M<sup>r</sup> Salmon and M<sup>r</sup> Murray to go and see the Linotype Co's machine working at Mess<sup>rs</sup> Hodges and provided they were satisfied that it would not be a nuisance or disturb the other tenants they were authorised to let them the shop at £200, per annum.

A letter was submitted from M<sup>r</sup> H. G. Robertson in regard to the insurance of the building.

The/

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The following payments were confirmed:-

Alex. M <sup>c</sup> Lay	£13:13/-
M <sup>r</sup> John Cochrane	£1000

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Minute of Meeting of Directors held in Mess<sup>rs</sup> Brown Fleming & Murray on Tuesday 13<sup>th</sup> Sept. 1898 at 3 o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young and M<sup>r</sup> Cochrane.  
Attending:- M<sup>r</sup> Murray and M<sup>r</sup> Salmon.

72/ The Secretaries submitted draft Accounts to 30<sup>th</sup> June 1898 which were approved. It was decided not to print the Report and Accounts but to submit them to the General Meeting of Shareholders and it was resolved to hold same on Tuesday the 27<sup>th</sup> Sept at 12 o'clock.

73/ A letter from Mess<sup>rs</sup> Bannatyne Kirkwood Fraser & Co dated 6th Sept. was submitted annexing copy letter from Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Co and copy of their reply in regard to further damage to Mess<sup>rs</sup> Smith & Sons building.

A letter was submitted from Mess<sup>rs</sup> M<sup>c</sup>Kill & Co complaining about the delay in putting in the grates in their office and also about the want of a register of the business premises at the entrance. A letter was submitted from Mess<sup>rs</sup> Salmon & Sons dated 25<sup>th</sup> August stating that the above complaints were being attended to.

The Secretaries submitted estimates for electric bells for the caretaker's house by Mess<sup>rs</sup> Brydon & Sons. The Directors were of/

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of opinion that the bells should be put in by the electricians who wired the building for the electric light and the Secretaries were instructed to get a quotation from them.

A further letter was submitted from M<sup>r</sup> H. G. Robertson quoting for the insurance of the building at 3/- % by a non-tariff Company. It was resolved to let the matte[r] be over meantime.

A letter was submitted from Mess<sup>rs</sup> Salmon & Son dated 7<sup>th</sup> Sept. annexing copy letter sent by them to Mess<sup>rs</sup> Yorston & Hogarth and enclosing the latter's reply in regard to our office in the building.

A letter dated 2<sup>nd</sup> Sept. was submitte[d] from M<sup>r</sup> M<sup>c</sup>Kill offering a temporary loan of £4000 to the Company, and also re the figure on the front of the building.

74/ A statement of finance was submitted and also the measurer's statement of probable future payments to Contractors bringing out the total cost of the building at £43513:11:6. The Secretaries were instructed to write to Mess<sup>rs</sup> Salmon & Son asking for an explanation of the excess. It was resolved to get a furthe[r] temporary loan of £2000 from M<sup>r</sup> Cochrane at 4½ %.

The following payment was confirme[d]

Alex. M<sup>c</sup>Kay £13:13/-

The following accounts were passed:-

Williams/

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William Tonner	£300
M <sup>c</sup> Clure Macdonald & Co	£ 3:11:9
J. Cochrane jr	£1000
Corp <sup>n</sup> of Glasgow	22:19:8

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Minute of Mess<sup>rs</sup> Brown Fleming & Murray on Tuesday 27<sup>th</sup> Sept. at 11.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young, and M<sup>r</sup> Cochrane  
Attending:- M<sup>r</sup> Murray for Sec[retar]ies and M<sup>r</sup> Salmon



A letter dated 23<sup>rd</sup> Sept. was submitted corresponding between Mess<sup>rs</sup> Waygood & Co in regard to the consumption of water in connection with the Lift and also in regard to the building of the second Lift.

A report by M<sup>r</sup> Salmon was submitted accounting for the excess in the cost of the building over the amount of the original estimates.

M<sup>r</sup> Salmon reported that the lane was now completed.

75/ The Secretaries reported that they had accepted an offer from the British Dyewood and Chemical Co Ltd for the Eastmost office on the First Floor at a rental of £280 per annum from date of entry till Whits. 1900 and for the two years to Whits. 1902 £300 per annum. The Directors confirmed same.

76/ A letter was submitted from Mess<sup>rs</sup> Crouch & Hogg re the Westmost front office on the fourth floor. It was remitted to/

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to M<sup>r</sup> Salmon to arrange the matter with them[?] and he was authorised to accept £150 per annum for five years from Whitsunday next.

A letter was submitted from Mess<sup>rs</sup> A. M<sup>c</sup>Lellan & Co offering to fit up the electric bells for the caretaker's house at a cost of £3:18/-. The Secretaries were authorised to accept same.

A letter dated 19<sup>th</sup> Sept. from M<sup>r</sup> H. G. Robertson in connection with the insurance of the building was submitted enclosing a copy the National Insurance Co's Report. The Secretaries were instructed to reply stating that the Board did not consider the National Co. strong enough.

A further letter from Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd was submitted requesting a further payment to account of balance of their contract. It was resolved to have a meeting on Tuesday the 4<sup>th</sup> Oct. at 12 o'clock and that M<sup>r</sup> Turner of Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd should be asked to attend.

The procedure at the General Meeting following was discussed and arranged.

The following accounts were passed:-

Shirra & Black.	£80
J. & K. Annan & Co.	3:3/-

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Minute of the Second Annual General Meeting of Shareholders held in the office of Mess<sup>rs</sup> Brown, Fleming & Murray on Tuesday 27<sup>th</sup> Sept. at 12 o'clock noon.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young, M<sup>r</sup> Cochrane. M<sup>r</sup> Salmon, Col. Clark, and M<sup>r</sup> Cree.

By Proxy:- Mess<sup>rs</sup> J. Kinloch, M. I. Fleming, Paul Rottenburg, J. Fyfe-Jamieson, J. W. J. W. Burns, Mess<sup>rs</sup> N. N. C. N. Cochrane, L. M. Cochrane, M. E. M. Cochrane, V. M. Cochrane.

Attending:- M<sup>r</sup> Murray for Secretaries.

M<sup>r</sup> Howden in the Chair

77/ M<sup>r</sup> Murray read the notice calling the meeting and certificate of posting of same and submitted Director's Report and Statement of Accounts for the year to 30<sup>th</sup> June last.

The Chairman in moving the adoption of the Report and Accounts made a few remarks in regard to the progress made with the completion of the building and the letting of same.

M<sup>r</sup> Cochrane seconded the adoption of the Report and Accounts. After a number of explanations had been given the motion on being put to the meeting was unanimous[y] carried.

78/ M<sup>r</sup> Howden moved and M<sup>r</sup> Young seconded the re-election of M<sup>r</sup> Cochrane the/

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the returning Director which was carried unanimously.

79/ Col. Clark moved and M<sup>r</sup> Gree seconded the re-election of M<sup>r</sup> Joseph Patrick, C. A., as auditor, which was also unanimously carried.

A vote of thanks to the chairman terminated the meeting.

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Wednesday, 26<sup>th</sup> Oct. 1898 at 12.30 o'clock.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young & M<sup>r</sup> M<sup>c</sup>Kill.

Attending:- M<sup>r</sup> Salmon & M<sup>r</sup> Murray for Secies

The correspondence with Mess<sup>rs</sup> P. & W. McLellan Ltd. was referred to and M<sup>r</sup> Turner was introduced to the meeting. The Chairman stated that the Directors did not see their way to make any further payment until an understanding had been come to in regard to the damage and loss sustained by the Company on account of their delay in implementing the Contract and after considerable discussion the following settlement was arrived at – viz.- that Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd should make a deduction from their account as finally adjusted of £200 in respect of compensation for delay and on that understanding a further payment of £600 should now be made to them. M<sup>r</sup> Murray was instructed to communicate to Mess<sup>rs</sup> M<sup>c</sup>Lellan the terms of the arrangement for their confirmation.

The arrangement to fit heating pipes into the British Dyewood Company's office and charge them an extra 30/- fore same/

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same was confirmed.

An offer of £300 per annum by Donaldson Bros. for a five years lease of office on the first floor was submitted and the Secretaries' letters to them in regard to same were approved.

80/ The Secretaries reported acceptance of an offer of an offer of £75 per annum for office on the ground floor by \Mess<sup>rs</sup> Higgins & Co./ which was confirmed.

An offer by M<sup>r</sup> H. & W. Muir for the office on the 7<sup>th</sup> floor was submitted along with reference from M<sup>r</sup> James Robertson. The Directors did not consider the reference satisfactory and the Secretaries were instructed to write to M<sup>r</sup> Muir asking him to call.

The following accounts were passed:

Income Tax	£33:17:1
Property "	49:19:4
C. T. Bowie Fisher & Co.	350:-:-
A. & P. Steven	100:-:-
W <sup>m</sup> Hodge & Co.	1:16:4

The following payments were confirmed.

Joseph Patrick	£10:10/-
London Guar. & Accident Co Ltd.	6:10/-
James Salmon & Son.	300:-:-
C. & I. Malloch	100:-:-
A. M <sup>c</sup> Lay	6:16:6

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Minute of Meeting of Directors held in Mess<sup>rs</sup>  
Brown Fleming & Murray's office on Monday  
7<sup>th</sup> Nov. at 12.30.

Present:- M<sup>r</sup> Howden and M<sup>r</sup> M<sup>c</sup>Kill  
Attending:- M<sup>r</sup> Salmon, M<sup>r</sup> Bannatyne & M<sup>r</sup>  
Murray for Secies.

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A letter was read from Mess<sup>rs</sup> Bannatyne Kirkwood France & Co annexing letter from Mess<sup>rs</sup> M<sup>c</sup>Kenzie Robertson & Co. in regard to Smith & Sons building. M<sup>r</sup> Murray reported that Mess<sup>rs</sup> Bannatyne had instructed their Edinburgh agents to retain M<sup>r</sup> Ure 2C[?]. as Queens Council and it was decided to retain M<sup>r</sup> C. N. Johnston as Junior. It was resolved to retain in addition to Mess<sup>rs</sup> Hogg & Watson, M<sup>r</sup> James Thomson. M<sup>r</sup> Salmon was instructed to see M<sup>r</sup> Hogg as to retaining an engineer.

A copy of the correspondence with Mess<sup>rs</sup> Gilbert Johnson & Deas and the Secretary of the Conservative Club in regard to soot and smoke from the Club Chimneys was submitted and approved.

M<sup>r</sup> Murray reported that Mess<sup>rs</sup> P. & W. M<sup>c</sup>Lellan Ltd had written confirming the arrangement come to account, which were submitted from M<sup>r</sup> H. G. Robertson and M<sup>r</sup> Alex. Blair claiming a deduction from the half years rent due

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at Martinmas on account of the unfinished state of the premises at Whitsunday and a letter from M<sup>r</sup> Salmon in regard to to same was also submitted. It was remitted to the Secretaries to arrange an allowance to the tenants on the basis of an abatement of about 10%.

At letter from M<sup>r</sup> Strathie dated 7<sup>th</sup> Nov. in regard to Mess<sup>rs</sup> Highet & Roxburgh's affairs was submitted as also was copy of the Secretaries' reply which was approved.

The following accounts were passed :-

Shira & Black		£12:2:9
Blythwoodholm Prop <sup>rs</sup>	Interest	526:17:6
Do do	Feu Duty	85:7:8

The following payment was confirmed

Alex. Maclay	£6:16:6.
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Meeting of Directors held in the office of Brown  
Fleming & Murray on Thursday 24<sup>th</sup> Nov. at 3  
o'clock

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young and M<sup>r</sup> Cochrane.  
Attending: M<sup>r</sup> Salmon, Architect and M<sup>r</sup> Murray for Sec[retar]ie[s]

The letting of the following offices was confirmed:-

82/ Clydeside Tube Co. Office on 1 <sup>st</sup> floor.	4½ years lease.	Rent £80 per annum
Robt. Cousin & Co.	" " 4 <sup>th</sup> " 3½ " "	" £60 " "
W <sup>m</sup> B. Barr & Gourley	" " 7 <sup>th</sup> " 2yrs " "	" £25 " "
	& a part	
Alex. Knox	" " 4 <sup>th</sup> " Lease from 1 <sup>st</sup> Jan. 1899	" £65 " "
	to Whit. 1902.	
Alex. Malcolm & Co Ltd	" " 6 <sup>th</sup> " Leases from date of entry	" {£ £20 to Whits. 1899
	to Whit. 1904	{& £30 £80 £85 £85 £85
		{for following 5 years

Daniel Wilkie	"	"	6 <sup>th</sup>	"	3 years Lease	Rent	£60	"	"
D. Selby Bigge & Co.	"	"	3 <sup>rd</sup>	"	Lease from 1 <sup>st</sup> Jan.	"	£70	per annum	
					1899 to Whits. 1905				
J. Campbell Murray (Pollok Estate)	"	"	Ground	"	2 years Lease	"	£90	per annum	

and an offer was submitted from Mess<sup>rs</sup> G. L. Watson & Co and the Secretaries' reply was confirmed.

The arrangement to allow the tenants a deduction of 25% from the half years rent was refunded and confirmed. It was reported that M<sup>r</sup> Blair refused to accept the above deduction on consideration of the damage to the stock through dampness and loss of business and letters were submitted from Thos. Barr Ltd. refusing to accept less than £100 as damages. It was remitted to M<sup>r</sup> Salmon to see M<sup>r</sup> Barr and M<sup>r</sup> Blair.

A letter and circular from M<sup>r</sup> Channer in regard to the electric light in the building and letters from M<sup>r</sup> Salmon dated 17<sup>th</sup>  
18<sup>th</sup>/

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18<sup>th</sup> Nov. the latter endorsing copy letter from W. B. Sayers were submitted.

A letter dated 8<sup>th</sup> Nov from M<sup>r</sup> Strathie and letters from Mess<sup>rs</sup> Bannatyne Kirkwood France & Co. dated 22<sup>nd</sup> & 24<sup>th</sup> Nov. were submitted in regard to Hight & Roxburgh's affairs. M<sup>r</sup> Murray explained the provision and the steps which were being taken to protect the company's intent which were approved.

A letter was submitted from Mess<sup>rs</sup> Bannatyne Kirkwood France & Co dated 14<sup>th</sup> Nov. in regard to Smith & Sons case. M<sup>r</sup> Howden reported the result of an interview which he had had with M<sup>r</sup> Smith jr. and M<sup>r</sup> Workman. M<sup>r</sup> Howden also reported that he had seen M<sup>r</sup> Bannatyne and instructed him not to proceed further meantime.

The Secretaries reported receipt of loan from M<sup>r</sup> Howden of £1000 at 4½% which was confirmed.

The following accounts were passed:-

London Guar. & Accident Co. Ltd.	£6:10:-
Robert M <sup>c</sup> Kill & Co.	31:7:6
W. James Miller	2:10:-
Geo I. Tait	1:17:6
Jas. Salmon & Sons.	9:7:6
Adams & Co.	16:12:6

The following payments were confirmed:-

Bannatyne Kirkwood France & Co.	£202:12:6
H. G. Robertson	4:-:-
Macnair & Macphail	10:12:6
M./	

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M. Campbell Duff & Sons.	£7:10/-
Geo. Turnbull & Co.	6:15/-
Gilbert Thomson & Deas	9:7:6

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Minutes of Meeting of Directors held at the office of Mess<sup>rs</sup> Brown Fleming & Murray on Wednesday 28<sup>th</sup> Dec. 1898 at 11.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochran and M<sup>r</sup> M<sup>c</sup>Kill

Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Wilson for Sec[retar]ies.

82a/ The Secretaries reported that they had an office on the 2<sup>nd</sup> floor to John Watson Ltd on a five years lease at a rental of £275 for the last three year and also that they had let to the Smith Premier Typewriter Co. shop on lease from 1<sup>st</sup> January 1899 to Whits. 1902 at a rental of £200 per annum.

The above lets were confirmed.

The meeting was thereafter adjourned to the 4<sup>th</sup> Jan. 1899.

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Minute of Meeting of Directors held on the 4<sup>th</sup> Jan. 1899 at 11.30 within the office of Mess<sup>rs</sup> Brown Fleming & Murray.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Young & M<sup>r</sup> Cochrane.

Attending: M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Sec[retar]ies.

A letter was submitted from M<sup>r</sup> Salmon re Thos. Barr's rent and M<sup>r</sup> Salmon reported his interviews with M<sup>r</sup> Blair. It was remitted to the Secretaries to try and arrange the matter with them. They were instructed in the case of Thos. Barr Ltd not to go further than £75 and in M<sup>r</sup> Blair's case to refuse to give more than an allowance of six weeks rent.

83/ An offer by M<sup>r</sup> Robert Baird Secy. of The Scottish Mine Owners Defence and Mutual Assce. Assoc<sup>n</sup> Ltd. for a 5 years lease of office on the 2<sup>nd</sup> floor at £150 per annum was submitted and the acceptance of same was confirmed.

84/ M<sup>r</sup> Salmon's letter of 14<sup>th</sup> Dec. in regard to Innirance and enclosing the treasurer's report was submitted and the Secretaries reported that the matter was finally settled, the building being insured for £51000 and the annual premium being £68:14:6.

A letter dated 13<sup>th</sup> Dec. from M<sup>r</sup> W<sup>m</sup> Miller was submitted offering to fit up Fire Extinguishers in the building. The Secretaries were instructed to decline the offer.

A/

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A letter was submitted from Mess<sup>rs</sup> Bannatyne Kirkwood France & Co enclosing circular dated 16<sup>th</sup> Dec. sent out by I. C. Hight. The Correspondence in regard to Hight & Roxburgh's affairs and letter of Guarantee from M<sup>r</sup> Strathie dated 2<sup>nd</sup> Dec. were submitted

A letter from the British Dyewood Co. dated 22<sup>nd</sup> Dec, to Mess<sup>rs</sup> Salmon & Sons and copy of their reply in regard to the date from which their rent was to run was submitted. The Secretaries were instructed to intimate that the rent would be changed from 1<sup>st</sup> Jan. 1899.

A letter dated 12<sup>st</sup> Dec. from M<sup>r</sup> Salmon was submitted enclosing letter and circular from Mess<sup>rs</sup> Waygood & Co in regard to the inspection of the lifts. It was resolved to get a report on the £5 bases.

A letter dated 28<sup>th</sup> Nov. from Mess<sup>rs</sup> Salmon & Sons was submitted enclosing letter from the Carron Co. re the Contrate for grates. The Secretaries reported that they had employed Mess<sup>rs</sup> Taylor & Miller to complete the Contract at the rates undertaken by Hight & Roxburgh with 10% additional.

85/ The Secretaries submitted draft Accounts for the half year to 31<sup>st</sup> Dec. and it was resolved to pay the preference dividend for the period to 31<sup>st</sup> Dec. on 1<sup>st</sup> Feb. and that in future the Preference Dividend be paid on 31<sup>st</sup> January and 31<sup>st</sup> July, instead of 31<sup>st</sup> Dec. and 30<sup>th</sup> June.

86/ An offer was submitted from  
Mess<sup>rs</sup>/

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Mess<sup>rs</sup> Proctor & Farquhar for a 5 years lease of shop immediately west of that occupied by Adams & Co. at a rental of £180 for the first two years and £200 for the last three years. It was resolved to accept same provided the references were good and the fittings were such as could be agreed to and a sum of £25 paid by Proctor & Farquhar for the period from date of entry to Whitsunday 1899.

The position of negotiations with Mess<sup>rs</sup> G. L. Watson & Co was reported by the Secretaries. It was remitted to M<sup>r</sup> Salmon and M<sup>r</sup> Murray to arrange about the putting in of the ampere plug for their photographic apparatus.

It was resolved to put up ordinary reflectors for the offices taken by John Watson Ltd and Donaldson Bros.

87/ It was resolved to accept a further temporary loan from M<sup>r</sup> Howden for £2500 at 5% interest, the rate of interest to be reduced when the Bank rate was reduced and that M<sup>r</sup> Howden should take over M<sup>r</sup> Cochrane's loans amounting to £4000 as at 1<sup>st</sup> Feb. 1899

The following accounts were passed:-

Galbraith & Winton	£200
Dow. Clerk & Son	18:9/-
A. & P. Steven	35:18/-
W <sup>m</sup> Tonner	£200
W. B. Sayers	£15
R. Waygood & Co.	£250
John/	

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John Craig	£48:19:8
Geo. Adam & Son	102:8/-
Wallace & Connell	£300
Geo. Putnam & Co.	6:10/-
Corp <sup>n</sup> Electric Lightning	15:16:8
A. M <sup>c</sup> Lellan & Co.	500:-:-
Jas. Cand	8:-:-
B. Frm. Secretaries salary	50:-:-
Macnair & Macphail	7:3:6
Northern A... Co.	46:1:1

The following payments were confirmed

Alex. M <sup>c</sup> Lay	6:16:6
Water for Lifts	29:16:4
Police Rates	66:4:8
Poor & School Rates	205:15:8
Cleaning & lighting Assessments	25:9:11
John Cochrane jr.	650:-:-

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Thursday 5<sup>th</sup> Jan. 1899 at 12.30.

Present:- M<sup>r</sup> Howden, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Young  
 Attending:- M<sup>r</sup> Salmon Jr and M<sup>r</sup> Murray for sec[retar]ie[s]

The particulars of the ground south of the building and rough sketch of same were submitted and the question of purchasing same was considered. It was arranged that M<sup>r</sup> M<sup>c</sup>Kill should

approach M<sup>r</sup> M<sup>c</sup>Kenzie and M<sup>r</sup> Wright and get to know exactly the position of matters with the other parties who are after the property.

The Secretaries reported that they had settled with M<sup>r</sup> Blair for £20 and with Thos. Barr Ltd for £75 which was approved.

The following account was passed :-

A. M<sup>c</sup>Lay

£6:16:6

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray on Wednesday 25<sup>th</sup> January 1899 at 11.30.

Present:- M<sup>r</sup> Cochrane and M<sup>r</sup> Young.

Attending:- M<sup>r</sup> Salmon and M<sup>r</sup> Murray for Sec[retar]ies.

M<sup>r</sup> Murray repeated the settlement of the question of putting the Ampere Plug into Mess<sup>rs</sup> G. L. Watson & Co's office and submitted draft lease of their office. It was resolved to insert a condition as to their paying 10% per annum on £16 being the cost of the heating Apparatus which payment was to cover ordinary tear and wear.

M<sup>r</sup> Murray reported that Mess<sup>rs</sup> Proctor & Farquhar had withdrawn their offer for the shop west of Mess<sup>rs</sup> Adam & Co's as they had resolved not to start business in the meantime, and M<sup>r</sup> Salmon stated that he expected an offer in the course of a day or so from the Linotype Co. for the same premises. It was remitted to M<sup>r</sup> Murray and M<sup>r</sup> Salmon to make the best arrangements possible with the Linotype Co.

88/ The following lest were confirmed :-

W. James Miller. 2 years lease, office 6<sup>th</sup> floor Rent £20 per annum

Ritchie Graham & Tindal. one years " " 5<sup>th</sup> " " £80 " "

(the tenants to pay a further £10 if they leave at the end of the year)

Miller Stuart & Miller, 5 years lease, office 3<sup>rd</sup> floor, Rent £150 for two years & £160 for last 3 years)

Hugh King & sons, 5 years lease, Office 2<sup>nd</sup> floor, Rent £80 per annum.

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89/ A letter was submitted from Mess<sup>rs</sup> Boyes & Fergusson offering to take the office at the West back of the 4<sup>th</sup> floor at an Annual Rental of £70. It was resolved to grant them a lease of the office for 3 years at a rental of £80 for the first year and £90 for the last two years or a 5 years lease with the rental as above for the first 3 years and £95 per annum for the last two years. An offer from Mess<sup>rs</sup> Wyllie Guild & Scott for a three room office on the 4<sup>th</sup> floor was also submitted. It was resolved to grant them a three or a five years lease on the same terms as Mess<sup>rs</sup> Boyes & Fergusson and it was remitted to M<sup>r</sup> Murray and M<sup>r</sup> Salmon to arrange the matter.

A letter dated 7<sup>th</sup> January was submitted from M<sup>r</sup> M<sup>c</sup>Kill enclosing letters from M<sup>r</sup> James Mackenzie intimating that the property south of the Building had been sold.

A letter dated 9<sup>th</sup> January from Mess<sup>rs</sup> Thos. Barr Ltd was submitted complaining of the charge for stair & lavatory lighting and cleaning in respect that part of the same was made on the rental of the cellar the entrance to which is at the back of the building. It was resolved to charge them only on the rent of their office.

Letters were submitted from M<sup>r</sup> H.

Gordon/

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Gordon Robertson and M<sup>r</sup> John Miller offering to retake their offices at the same rents as before which were accepted.

90/ A letter was submitted from Mess<sup>rs</sup> Bannatyne Kirkwood France & C. dated 23<sup>rd</sup> Jan. stating that the feu duty had been allocated by his Superior at £176:13/-.

The following accounts were passed:-

Turnbull Parrie & Adam £12:12/-

The following payments were confirmed:-

W. P. Laidlaw & Son £1:1/-

H. Gordon Robertson, further allow[an]ce £6

W<sup>m</sup> Hodge & Co £1:11/-

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray C. A. Glasgow on Thursday 9<sup>th</sup> February 1899 at 12.30 p.m.

Present :- M<sup>r</sup> Howden, M<sup>r</sup> Young and M<sup>r</sup> Cochrane

Attending :- M<sup>r</sup> Murray for Sec[retar]ies, and M<sup>r</sup> Bannatyne.

91/ The following lets and relets were confirmed :-

The Linotype Co Ltd. Shop. 3 years lease, Rent £200 per annum

Stark and Gow " 7 years lease " £230 for the first 3 years and £250 for the last 4 years.

G. I. Tait, Office 6<sup>th</sup> floor. Same terms as before.

A. McLennan & Co. " 5<sup>th</sup> " " " " "

Gregor Turnbull & Co " 6<sup>th</sup> floor " " " "

M<sup>r</sup> Murray submitted correspondence with M<sup>r</sup> J. K. Cochrane and Mess<sup>rs</sup> Bannatyne Kirkwood France & Co in regard to putting up a notice on the lifts repudiating liability for injuries caused by accidents thereon. After discussion it was decided not to put up any such notice.

Statements showing the financial position of the Company and the probable future payments to Contractors were submitted and the question of raising a loan was considered. M<sup>r</sup> Bannatyne reported that he had applied at all the large law offices but that he could not get a loan at \a/ less \rate/ than 3¼%. It was decided to borrow £50, 000 at 3¼% for a fixed period of five years and M<sup>r</sup> Bannatyne/

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Bannatyne was instructed to arrange this.

The following payments were confirmed :-

Glasgow Corpor<sup>n</sup> Electric Light £6:9:6

Police &c Rates. 9:18:2

Water Rate. 1:11:1

Alex M<sup>r</sup>Lay 6:16:6

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, C. A. Glasgow on Tuesday 14<sup>th</sup> March 1899 at 10 o'clock.



Present :- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane, M<sup>r</sup> M<sup>c</sup>Kill and M<sup>r</sup> Young.

Attending :- M<sup>r</sup> Murray for Sec[retar]ies, and M<sup>r</sup> Bannatyne, Law Agent.

92/ M<sup>r</sup> Bannatyne reported that he could arrange the loan of £50000 through his firm at 3¼% and this he was instructed to do.

A Statement was submitted showing the premises let and those still unlet in the Building and giving the detailed rental of same.

A letter from M<sup>r</sup> M<sup>c</sup>Kill dated 28<sup>th</sup> Feb. in regard to the Lamp at the entrance to the building and a letter from M<sup>r</sup> Salmon & Son dated 11<sup>th</sup> March enclosing letter from Mess<sup>rs</sup> Hugh King & Son dated 9<sup>th</sup> March and letter from Mess<sup>rs</sup> Don. Clerk & Son dated 10<sup>th</sup> March in regard to fitting up iron shelves in Mess<sup>rs</sup> King & Sons paid annually 10% on the cost of/

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of same and repaid half the cost in the even of their breaking their lease at the end of three years.

A letter was read from Mess<sup>rs</sup> Salmon & Son in regard to engaging John Sutherland, 23 Barr Street, off Garscube Road, Glasgow, as lift boy. It was resolved to engage him and to get the second lift started at once.

A letter from Mess<sup>rs</sup> Waygood & Co was submitted containing account and an order from Mess<sup>rs</sup> Salmon & Son for £200. The Secretaries were authorised meantime to pay the £200 and M<sup>r</sup> Salmon was instructed to get Mr Simpson to report on the lifts.

The following accounts were passed :-

Water for lifts	£35:7/-
Prop <sup>n</sup> of Wm B, Barr & Gourley's taxes	2:6:7
Wright Johnston Mackenzie & Roxburgh	
Prop <sup>n</sup> of cost of constructing Carre[?]	83:13:3
Glasgow Corporation – Electric Light	£4:6:6
Alex. M <sup>c</sup> Lay	6:16:6

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, C. A. Glasgow on Tuesday 11<sup>th</sup> April 1899 at 11 o'clock

Present :- M<sup>r</sup> Howden and M<sup>r</sup> M<sup>c</sup>Kill.

Attending :- M<sup>r</sup> Wilson for Secretaries and M<sup>r</sup> Salmon Architect.

93/ The following let was confirmed :-

Julius V. Scott Office 5<sup>th</sup> floor. 3 yrs lease. Rent £25 per annum

M<sup>r</sup> Salmon reported in regard to the progress of the work at the offices let.

A letter was submitted from Mess<sup>rs</sup> Salmon & Son dated 21<sup>st</sup> March re a further payment of £1000 to Mess<sup>rs</sup> P. & W. Anderson. It was resolved to pay same.

An estimate was submitted from the Bennet Furnishing Co for supplying a table and chairs for the typewriters' room. It was remitted to M<sup>r</sup> Salmon to buy same.

93A/ A statement of finance was submitted showing that the Bank Account was overdrawn to the extent of £815:13:9 and the meeting authorised the Secretaries to arrange with the British Linen Co. Bank for power to overdraw the account to the extent of £3500 till Whits. next when the overdraft would be paid off.

The following accounts were passed :-

Property/

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Property Tax	£8:4:8
Edison Swan United and Electric Light Co. Ltd	1:1:-
P & W Anderson	1000:-:-
Brown Fleming & Murray	50: -:-

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Minutes of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, C. A. Glasgow on Wednesday 10<sup>th</sup> May 1899 at 1030

Present:- M<sup>r</sup> Howden, M<sup>r</sup> Cochrane, M<sup>r</sup> M<sup>o</sup>Kill, and M<sup>r</sup> Young

Attending:- M<sup>r</sup> Murray for Sec[retar]ies and M<sup>r</sup> Salmon.

94/ It was resolved that the sum of £50000 should be borrowed by the Company on the security of the Company's property in Bothwell Street, Glasgow, and that Bonds and Dispositions in Security in ordinary form over said property for sums amounting in Cumulo to said sum of £50000 should be expected by the Company in favour of the Senders.

95/ The Directors authorised the following Bonds and Dispositions in Security over said property for said cumulo sum of £50000 to be signed and sealed on behalf of the Company and delivered to the Lenders viz:-

First. Bond & Disposition in Security by the Company in favour of the Trustees of the late John Spiers, Insurance Broker in Glasgow for the sum of £25000.

Second. Bond & Disposition in Security by the Company in favour of the Trustees of the late Walter Montgomerie Neilson of Queenshill to the extent of £10,000 and the Trustees/

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Trustees of the late Allan Farie of Farme to the extent of £6500, and

Third Bond & Disposition in Security by the Company in favour of Archibald Gilchrist Engineer and Shipbuilder in Glasgow to the extent of £3000, Charles France, Writer, Glasgow to the extent of £3,000 and the Trustees of the late William Brown, Mechanical Engineer, sometime of Georgetown, Demerara, and latterly residing in Glasgow to the extent of £2500. All of which Bonds and Dispositions in Security shall rank pare passu.

96/ It was directed that the said Bonds and Dispositions in Security when executed to entered in the Register of Mortgages of the Company.

M<sup>r</sup> Murray submitted correspondence between Mess<sup>rs</sup> Salmon & Son and M<sup>r</sup> Cochrane the joiner in regard to the progress of the work at the Building. M<sup>r</sup> Salmon further reported that the work was now going on satisfactorily.

A letter was submitted from Mess<sup>rs</sup> Salmon & Son dated 20<sup>th</sup> April enclosing letter regard to the regulations re the opening of the doors of the building and the running of the hoists. It was resolved that the doors should be open on ordinary business days from 6 a. m. till 8.30 p. m. and that the/

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the lifts should run on ordinary business days from 9 a. m. till 6 p. m. and on Saturdays from 9 a. m. till 2 p. m. The Secretaries were instructed to get copies of the Regulations printed and distributed among the tenants.

A letter was submitted from Mess<sup>rs</sup> Salmon & Son dated 18<sup>th</sup> April enclosing letter from M<sup>r</sup> Sayers in regard to the hoist flexible. The Secretaries were instructed to write M<sup>r</sup> Sayers instructing him to put in a new cord if it was absolutely necessary.

A letter was submitted from Mess<sup>rs</sup> Salmon & Son dated 17<sup>th</sup> April enclosing offer by John M<sup>c</sup>Quat & Sons to keep the roofs &c in repair for one year for £5 and the Secretaries were instructed to accept same.

97/ A transfer was submitted for 62 Preference Shares by Miss Ellen Howden in favour of John Mitchell and a share certificate in favour of the latter was signed and sealed.

A letter was submitted from Mess<sup>rs</sup> Alex. Melcolm & Co Ltd. dated 8<sup>th</sup> May asking to be exempted from paying the £20, which they had agreed to pay for the period to Whits. on account of their office not being ready at the specified time. It was remitted to M<sup>r</sup> Salmon to inquire into the matter and report.

The Secretaries were instructed to write to the measurer asking him to make/

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make up a final statement of the cost of the building and the probable future payments.

It was resolved to advertise the premises to let only once per week in future and the Secretaries were instructed to notify the publishers of the "Herald".

The following accounts were passed :-

Don. Clerk & Son	£-:16/6
Glasgow Herald	21:1:10
The Bennet Furnishing Co.	2:10:-
Alex. Blair	-:4:6
John Bryden & Sons	60:-:-
Taylor & Miller	250:-:-
Thos. Birnie	16:16:-
Wright Johnston MacKenzie & Roxburgh.	
Interest	526:17:6
Feu duty	85:7:8

The following payments were confirmed

Electric Lighting	£1:1:8
Craig & Rose	1:-:-
W <sup>m</sup> Hodge & Co.	-:19:11
Alex. M <sup>c</sup> Lay	6:16:6

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Minute of Meeting of Directors held in the office of Mess<sup>rs</sup> Brown Fleming & Murray, C. A. Glasgow, on Monday 31<sup>st</sup> July 1899 at 11 o'clock.

Present:- M<sup>r</sup> Howden and M<sup>r</sup> Cochrane  
Attending:- M<sup>r</sup> Murray for Sec[retaries] and M<sup>r</sup> Salmon.

98/ It was resolved to confirm the let to the Linen Thread Co. Ltd of the whole of the 3<sup>rd</sup> floor in terms of the following letter by Mess<sup>rs</sup> Salmon & Sons dated 29<sup>th</sup> June 1899.

"Mess<sup>rs</sup> the Linen Thread Co. Ltd.

"Gentlemen,

"On behalf of the Directors of the Mercantile Chambers Co. Ltd we hereby offer to lease to you the whole premises on the 3<sup>rd</sup> floor of the Mercantile Chambers, on a lease of 5 years from Whits. 1900 at an annual rent of £950, payable at the usual half yearly terms. The other conditions of lease to be

as per printed memorandum hereto attached, on the understanding that you take the presently unoccupied parts of the 3<sup>rd</sup> floor from the 1<sup>st</sup> day of September next until Whits. 1900 at a rent of £400 and that you will only require us to give possession of the portions let to Mess<sup>rs</sup> Miller Stuart & Miller and Mess<sup>rs</sup> Selby Bigge & Co as soon as their leases run out unless we can arrange with them to remove at an earlier date and that you will only pay rent for the portions which you occupy from the date when you take possession of them.

“We/

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“We agree to arrange the office according to a plan to be agreed upon between us, and generally as already shown and described to you.

“This offer to be binding on the Directors until Friday 7<sup>th</sup> prox.

“We are,

“Your obedient servants,

(Sgd.) James Salmon & Son.”

“Glasgow. 29<sup>th</sup> June 1899. On behalf of the Linen Thread Co. Ltd we hereby accept the offer made on this sheet.

“(Sgd.) James Knox. Director

“(Sgd.) W. G. Finlayson. Directors

“(Sgd.) D. L. Anderson. Secretary.”

99/ Letters from Mess<sup>rs</sup> Miller Stuart & Miller and from the Clyde Steamship Owners Association were read. It was resolved to let Mess<sup>rs</sup> Miller Stuart & Miller the office on the 1<sup>st</sup> floor as pointed out to them by M<sup>r</sup> Salmon on the terms stated in their letter.

M<sup>r</sup> Salmon reported that Mess<sup>rs</sup> Selby Bigge & Co were also prepared to remove to an office on the 1<sup>st</sup> floor on condition that they were allowed to finish their lease at the same rent.

100/ A letter from Mess<sup>rs</sup> Robert M<sup>c</sup>Kill & Co dated 5<sup>th</sup> July in regard to the rent of their office was read. It was resolved to let them have a five years lease at a rental of £235 per annum, and M<sup>r</sup> Murray was instructed to arrange the matter with them.

M<sup>r</sup>/