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M^r Murray reported that Mess^{rs} Geo. Smith & Sons had gone on with their Action against the Company and submitted Print of the Open Record.

An application by Mess^{rs} Waygood & Co for payment of the balance of their account and a letter from Mess^{rs} Salmon & Son dated 12th July in regard to same were submitted. It was resolved to pay them the contract but not the extra £140 which they were asking for trouble in connection with sinking the well.

101/ The payment of the Preference Dividend was authorised.

The following accounts were passed:-

W. B. Sayers	£22:2/-
I. M ^c Quat & Son	61:19:7
A. M ^c Lellan & Co.	500:-:-

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Minute of Meeting of Directors held in Mess^{rs} Brown Fleming & Murray's office on Wednesday, 23rd August 1899 at 10.45 a.m.

Present :- M^r Howden and M^r Cochrane.

Attending :- M^r Murray for Secretaries and M^r Salmon Jr.

A letter was submitted from Mess^{rs} Salmon & Son dated 8th Aug. enclosing letter from Mess^{rs} D. Selby Bigge & Co. dated 3rd Aug. and Mess^{rs} Miller Stuart & Miller dated 7th Aug. agreeing to remove to the 1st floor.

A letter was submitted from M^r M^cKill dated 8th August enclosing letter from the North of England Indemnity Assocⁿ dated 3rd Aug. refusing to remove to the 5th floor. M^r Murray reported interviews which he had had with M^r M^cKill and submitted copy letter to him dated 22nd August.

A circular was submitted from the Electricity Department in regard to the new system of paying for Electric Lighting. It was remitted to M^r Salmon to get M^r Sayers to report as to which of the two systems would be cheaper.

M^r Murray reported the results of his interview with M^r M^cKill in regard to granting his a five years lease of their office at a rental of £235 per annum. It was resolved to delay consideration till M^r M^cKill could be present.

The/

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The draft accounts for the year to 30th June were submitted and considered. It was resolved not to write anything off Preliminary Expenses and Law Expenses meantime.

Letters from Mess^{rs} Endermann & Co. offering for offices on the 5th floor and letter to their date 22nd Aug. were submitted and approved.

101A/ It was resolved to hold the Annual General Meeting on Tuesday the 5th September at 12 o'clock noon.

The following accounts were passed :-

C & J Malloch	£100:-:-
Macnair & Macphail	9:12:1
A. M ^c Lellan & Co	27:14:-
C. T. Bowie Fisher & Co	350:-:-
Geo. Outram & Co (Herald)	5:5:-
Geo. MacLellan & Co	3:3:4

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Minute of Meeting of Directors held in Mess^{rs}
Brown & Fleming & Murray's office, Glasgow
on Monday 4th September 1899 at 10 a.m.

Present :- M^r Howden, M^r Young, & M^r Cochrane.
Attending:- M^r Murray for Secretaries.

102/ A draft of the Report by the Directors to the Shareholders Meeting was submitted and adjusted.

A letter dated 30th Aug. was submitted from M^r M^cKill in regard to getting the Shipping Federation to remove to another office as was also the Secretaries' letter to him of 22nd August. M^r Murray was instructed to write M^r M^cKill stating that the Directors were strongly of opinion that the terms quoted in the letter of 22nd Aug. were too low, and to see M^r M^cKill in regard to the matter as soon as possible.

The following Account was passed:-

M^cCulloch & Co.

£9:7/-

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Minute of Meeting of Directors held in
the office of Mess^{rs} Brown Fleming &
Murray, Glasgow on Tuesday, 5th Sept.
1899 at 11.30.

Present :- M^r Howden, M^r Cochrane, M^r M^cKill, and M^r Young.
Attending :- M^r Murray and M^r Salmon.

The question of Mess^{rs} Robert M^cKill & Co's rent was again considered. M^r M^cKill having fully explained his views it was remitted to M^r Salmon to report in regard to same.

M^r Murray submitted copy letter which had been sent to M^r M^cKill on 14th Sept. in regard to the Shipping Co.'s office. M^r M^cKill explained the position of the negotiations and it was resolved not to withdraw the terms offered in the Secretaries' letter to M^r M^cKill of 22nd Aug.

The procedure at the Annual General Meeting following was arranged.

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Minute of the Third Annual General Meeting of
Shareholders held in the office of Mess^{rs} Brown
Fleming & Murray on Tuesday, 5th Sept. 1899 at
12 o'clock noon.

Present:-

In person:- M^r Howden, M^r Cochrane, M^r M^cKill, M^r Young and M^r Salmon.

By proxy:- M^r Wm Law, M^r John Mitchell, M^r J. W. Burns, M^r Paul Rottenburg, M^r John Kinloch

Attending:- M^r Murray for Secretaries.
M^r Howden in the chair.

103/ M^r Murray read the notice calling the meeting and certificate of posting of same and submitted the Director's Report and Statement of Accounts for the year to 30th June 1899.

The Chairman in moving the adoption of the Report and Accounts made a few remarks in regard to the progress of the letting of the Building.

104/ M^r Cochrane seconded the adoption of the Report and Accounts which was carried unanimously.

105/ Mr Cochrane moved and M^r M^cKill seconded the re-election of M^r Howden the retiring Director which was carried unanimously.

106/ M^r Salmon moved and M^r Howden seconded the re-appointment of M^r Joseph Patrick, C. A., as auditor which was also unanimously carried.
A/

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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^{rs} Brown Fleming & Murray, Glasgow on Monday, 23rd October 1899 at 11.30.

Present :- M^r Howden, M^r Young, and M^r M^cKill
Attending:- M^r Murray for Sec[retar]ies and M^r Salmon

A letter was submitted from Mess^{rs} Bannatyne Kirkwood France & Co dated 30th Sept. enclosing Print of the Open Record and also letter dated 10th Oct. enclosing copy correspondence between them and Mess^{rs} Wright Johnston, Mackenzie & Roxburgh in regard to Smith & Sons' building.

A letter dated 23rd Oct. from M^r H. Gordon Robertson was submitted in regard to taking a lease of his office. It was resolved to offer him a five years lease at a rental of £80 for the first three years and £5 for the last two years.

A letter dated 12th Sept. from Mess^{rs} Salmon & Son was submitted in regard to Mess^{rs} Robert M^cKill & Co's rent. It was resolved to offer them a five years lease from Whitsunday next at £225 per annum.

A letter was submitted from M^r Robert M^cKill dated 4th Oct. enclosing letter from the Shipping Federation notifying their intention to remove and stating that they had taken other premises.

A letter was submitted from Mess^{rs} Waygood & Co. dated 13th Sept. on regard

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to the inspection of the Lifts and also their estimate for the inspection dated 16th Dec. 1898. The Secretaries were instructed to arrange with Mess^{rs} Waygood & Co to take charge of the inspecting and repairing of the Lifts at an annual charge of £30 in terms of their offer.

A letter dated 30th Sept. from Mess^{rs} Waygood & Co Ltd. was submitted in regard to their account for the extra sum of £140 for expenses in connection with the sinking of the well. It was resolved not to make any allowance whatever in respect of same.

Letters from Mess^{rs} Gilbert Thomson & Deas dated 11th & 13th Oct. were submitted in regard to Messengers going up by the Lifts. It was resolved to adhere to the orders already given, namely that messengers were only to be taken up if the Lift was going up at any rate, but were not to be taken up specially.

A letter was submitted from Mess^{rs} Salmon & Son dated 20th Oct. in regard to a screen at the Linen Thread Co's office on the 23rd floor. It was resolved that as the screen would be of no use to any other tenant in the event of the Linen Company leaving the building it was resolved not

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to pay any part of same and the matter was remitted back to M^r Salmon.

The question of the lift boy's wages was considered. It was resolved to grant an increase of 1/- per week.

A letter was read from Mess^{rs} M. Campbell Duff & Son, Measurers in regard to the final measurements.

The following payments were confirmed:-

Water Dep ^t & Glasgow Corp ⁿ	£51:13:-
Electric Light " "	2:3:-
Jas. M ^c Nab	1:15:2
John Cochrane J ^r	<u>500:-:-</u>
	<u>£555:11:2</u>

The following accounts were passed:-

C. & J. Malloch	£1:9:8
W. M. Ferguson	8:14:6
The Central Drawing Office Co.	14:8:9
Taylor & Miller	72:12:-
I. Combe & Son	60:-:-
Shirra & Black	:-:13:6
Brown Fleming & Murray – Salary	<u>50:-:-</u>
	<u>£207:18:5</u>

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Minute of Meeting of Directors held in Mess^{rs} Brown Fleming & Murray's office on Monday 15th January 1900 at 12 o'clock noon.

Present:- M^r M^cKill and M^r Young

Attending:- M^r Salmon and M^r Murray for Secretaries

107/ Letters were submitted from Mess^{rs} Bannatyne Kirkwood France & Co 25th Oct. 8th and 20th Nov. enclosing Print of the Closed record in Smith & Sons case and also letter dated 9th Dec. enclosing copy letter received from Alexander Johnston and copy M^r Cross's letter which the latter refer to. The proposed Compromise was fully considered. M^r Murray reported 'interview' which he had had with M^r Bannatyne and also a conversation which he had had with M^r Howden at the telephone when the latter had agreed to the compromise. It was resolved to agree to the compromise and the Secretaries were asked to instruct Mess^{rs} Bannatyne Kirkwood France & Co accordingly.

A letter was submitted from M^r John Watt, dated 30th Nov claiming £16 for delay in getting into his office and for damage caused by rain. A letter from M^r Salmon dated 8th January was read stating that he had seen M^r Watt and he had agreed to accept six weeks abatement in the rent the same as the other tenants. It was resolved to grant this.

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Letters were read from several of the tenants complaining about the rain coming in at the windows and also Mess^{rs} Salmon's letter of 16th Nov. stating that the matter was being attended to.

A letter was read from Mess^{rs} Salmon dated 10th Jan. in regard to getting some more louvre ventilators put up in the Linen Thread Co's office. It was remitted to M^r Salmon to ascertain how many of these ventilators would be required and to report.

A copy of a letter sent by Mess^{rs} Salmon & Son to The Soldiers & Sailors Families Assocⁿ on 10th Jan. was submitted in regard to recipients of relief coming about the building. M^r Murray was instructed to see M^r Healy the Hon. Secy. in regard to the matter.

108/ A letter was submitted from Mess^{rs} William Sloan & Co offering for a five years lease of office on the fourth floor at at rental of £250 for the first two years and £260 for the last three years. It was resolved to accept this offer.

The following payments were confirmed:-

I. Bryden & Sons	£40:-:-
J & K Annan & Sons	-:3:6
R. Waygood & Co Ltd	2:10:-
Property Tax	85:14:-
Do.	46:18:8
Miller Stuart & Miller (Craig & Co's A/c.)	1:7:1
A & P Steven	1:1:-
Robert/	

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Robert Wilson (Treas. Corp ⁿ Waterworks)	1:19:11
Macfarlane Hutton & Patrick	10:10:-
Brown Fleming & Murray Salary	50:-:1
Water Rate	21:9:-
Interest on Bonds	785:8:4
Feu duties	85:7:8
Allowances on Rents	7:2:5
Do	3:14:-
London Guar[antee] & Accident Ins[uran]ce Co.	6:10:-
Glasgow Herald	11:11:-
C. & J. Malloch	-:10:8
Water Accounts	55:9:-
Rates, Taxes &c	437:15:7
Do	30:4:4

[signed] James Howden Chairman

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Minute of Meeting of Directors held in Mess^{rs} Brown, Fleming & Murray's office on Monday 30th April 1900 at 11 o'clock.

Present:- M^r Howden, M^r Cochrane, M^r Young & M^r M^cKill
 Attending:- M^r Salmon and M^r Murray for Secretaries

109/ The minute of last meeting was read and approved.

A letter was submitted from Mess^{rs} Bannatyne Kirkwood, France & Co dated 30th Jany enclosing copy Joint Minute & Interlocutor in the Case against Smith & Sons and Counter Action and also accounts of expences in connection with these Cases amounting altogether to £560:8:2. The accounts were gone over and it was resolved that consideration of Mess^{rs} Salmon's A/C should be delayed until the final settlement of their fees as Architects. In regard to the Accounts due Mess^{rs} Crouch & Hogg. M^r C. C. Lindsay & M^r J. L. Watson the feeling of the meeting was that they were too highly charged and the Secretaries were instructed to try to get them to reduce their A/cs and to report to the next meeting.

A letter was submitted from Mess^{rs} Salmon & Sons dated 25th April 1900 enclosing letter letter from Mess^{rs} M^cQuat & Son offering and the glass in the well for another year for £5. It was resolved to accept the offer.

A letter was submitted from the Telephone Coy. dated 11th April asking permission to erect a pole on the roof for distributing wires in consideration of which they would agree to keep up the roof. After consideration the Secretaries were instructed to write/

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write to the Telephone Co. stating that the letter had been submitted to the Directors but that before considering the matter they would require to know the number of poles to be erected and have a definite understanding as to the extent to which the roof of the building would be used.

A statement was submitted showing the rental of premises let to date and also particulars of the premises still to let.

110/ M^r Murray reported that the Bankruptcy of Mess^{rs} Robt. Cousin & Co. He also submitted offer by Mess^{rs} I & C Murray for the office. It was also resolved to them have a 3 years' lease of the office also rental of £60 per annum.

The Secretaries reported that although they had made repeated application they had not yet been able to obtain from the measurer the final measurements for 'the work/' on the property. Considerable dissatisfaction was expressed by the Directors at the count of attention on the part of the measurer. M^r Salmon reported that the measurer has asked for an order for a further £100 on account of his fees. The Directors decided that no further payments should be made to the measurer until the whole final measurements had been received and the Sec[retar]ies were instructed to write him to this effect.

111/ It was resolved that in future the Pref. Dividend be payable on 30th June & 31st December

The following Accounts were passed:-

A. M ^c Millan & Co	£42:13:9
Nat ^l Telephone Co.	2:10:8
M ^c Geoch Kemp & Co.	4:0:0
Simpson & Wilson	5:0:0
Galbraith & Winton	196:3:8

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W. M. Ferguson	£0:10:0
D. Clerk & Son	1:14:0
M ^c Nair & Macphail	4:10:0
Adams & Co	2:0:0
I. Combe & Sons	17:7:6
Glasgow Herald	6:1:0
Shirra & Black	0:6:0
Waygood & Co	15:0:0
Heaton Tait & Co	3:5:1
Edison & Swan United Elect. Light Co	1:1:0
Walter Galbraith- Property Co	13:0:0
Brown, Fleming & Murray – Salary	50:0:0

The following Payments were confirmed:

Electric Light	£6:8:0
Preference Shares	435:0:0
William & Connell	300:0:0
Water Rate	54:5:11
Electric Light	3:2:6
Do.	2:9:2
Jas. Macnab	1:6:11
Rates & Taxes	17:3:11

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray on Friday 29th June 1900 at 11 o'clock.

Present :- M^r Howden and M^r Young
Attending :- M^r Murray for Secretaries

112/ The Minute of last meeting was read, approved, and signed.
The Secretaries submitted copy letter sent to Mess^{rs} Bannatyne Kirkwood France & Co., dated 7th June in regard to the accounts due to Mess^{rs} Smith & Sons' Action and also letter from Mess^{rs} Bannatyne Kirkwood France & Co dated 15th June in reply. It was resolved to pay all the accounts with the exception of Mess^{rs} Salmon & Sons.

A letter was submitted from Mess^{rs} Salmon & Son dated 9th May asking for payment of a further £100 to account of their fee. It was resolved not to pay anything further meantime.

The Secretaries submitted copy letters sent to Mess^{rs} M. Campbell Duff & Son on 30th April and 18th May in regard to the final measurements and also letter received from Mess^{rs} Duff & Son dated 12st May dated 21st May and copy of their reply.

A statement was submitted showing
the/

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the rental of premises let and under in the building at date.

The following Accounts were passed:-

John M ^c Quat & Son	£66:13/-
Stephen Adam & Son	5:9:3
Glasgow Window Cleaning Co.	4:18:10
C. & J. Malloch	-:6:-
Macnair & Macphail	-:10:6
Don. Clerk & Son.	-:2:6
Brown Fleming & Murray Salary for quarter	50:-:-
Pref. Dividend	431:9:4

The following payments were confirmed:-

Adam Aitken – Feuduty	85:7:7
Bannatyne Kirkwood France & Co/ - Interest on Bonds	785:8:4
Telephone Co.	2:10:8
Corporation Electric Light.	-:12:6
Northern Assurance Co.	61:1:7
Stack & Gow.	4:17:6
Glasgow Herald	14:3:6

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray on Wednesday 15th August, 1900 at 10:30 o'clock.

Present: M^r Howden, M^r Young, & M^r Cochrane.

Attending:- M^r Murray for Secretaries.

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

Correspondence between Mess^{rs} P. & W. M^cLellan Ltd., Mess^{rs} Salmon & Son, Mess^{rs} Bannatyne, Kirkwood, France & Co., and the Secretaries, in regard to the balance of Mess^{rs} M^cLellan's Contract was submitted and M^r Murray reported his interview with M^r James. After consideration it was remitted to the Chairman and M^r Young to meet M^r James and discuss the matter with him.

A letter dated 6th July, was submitted from Alex. Malcolm & Co. in which they stated that they wished to be relieved of the Lease of their office. A copy of the Secretaries reply was also submitted, stating that the Company could not relieve them of their Lease, but that they would do their best to find a suitable tenant for their office in which case they would be glad to relieve them which was approved.

A circular dated 6th July was submitted from the Corporation Tramway, in regard to affixing to the Building metal Rosettes for the purposes of their Electrical Tramways undertaking. The Secretaries were instructed to make further enquiries as to what was wanted.

A circular dated 30th June was submitted from the Corporation Telephone arranged to running telephone wires into the/

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the Building and the action of a distributing box on the stairhead or other suitable place within the building. M^r Murray reported that the Secretaries had agreed on conditions that the work was done under the supervision and to the satisfaction of the company's Architects and that any expense incurred to them should be borne by the Corporation which was approved.

The draft Accounts for the year to 30th June were submitted and also letters from M^r Patrick, the Auditor, in regard to same.

114/ The nett profit for the year as brought out in the Accounts was. £2908:5:5
from which there fall to be deducted.

1. Balance at debit of Profit & Loss Account as at 1 st July, 1899.	£176:2:7	
2. Dividend on Preference Shares for the years	900:0:0	1076:2:7
leaving a balance of		£1832:2:10

which it was agreed to recommend should be applied as follows

115/ 1. In writing off the Dividend on the Preference Shares paid to 30 th June, 1899, £1044:11:8		
2. In payment of a Dividend to the Ordinary Shareholders at the rate of 5%	750:0:0	1794:11:9
and that the balance of.		£37:11:2

be carried forward

It was also resolved to recommend that the Preliminary and Law Expenses, amounting to £2951:11/- be written off the future years at the rate of £500 per annum.

116/ It was resolved to hold the Shareholders Meeting on Thursday, 30th August, at 12 o'clock, noon.

It was resolved that in future a Directors meeting be held once a month on the first Tuesday of each/

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each month at 11 o'clock.

117/ The let to M^r Frank C. Smith of offices on the 6th floor previously occupied by M^r John Millar at a rental at the rate of £15 per annum for the period to Whitsunday, 1901 was confirmed.

The following accounts were passed :-

Donald Clerk & Son	£9:12:3
Waygood & Co. Ltd	7:10:0
Geo. Outram & Co	15:10:0
Robert Wilson (Water)	6:16:3
Brown, Fleming & Murray	30:0:0

The following payments were confirmed.

Scottish Plate Glass Ins[uran]ce. Co.	£4:15:0
W. P. Laidlaw & Son	13:6

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray on Thursday 30th August 1900 at 11.30 a.m.

Present:- M^r Howden, M^r Young and M^r Cochrane

Attending:- M^r Murray for Secretaries

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

M^r Howden reported that in terms of the resolution passed at the Directors meeting held on the 15th August he and M^r Young had had a meeting with M^r Turner of Mess^{rs} P. & W. M^cLellan Ltd in regard to the payment of the balance of their account when it was agreed to compromise the matter by paying them a sum of £428:12: in full settlement which was brought out as follows:-

Balance of price per Contract	£494:16:8
<u>Less</u> deduction for delay in supplying material	<u>200:-:-</u>
<u>Add</u>	<u>294:16:8</u>
Amount agreed to be paid for extra material supplied	<u>133:16:-</u>
	<u>£428:12:8</u>

The above settlement was approved and payment confirmed.

The final measurement of the plumber work showing a balance due Mess^{rs} Wallace & Connell of £565:13:9 and also Architects certificate for same were submitted and the Secretaries were instructed to pray same.

A joint letter dated 28th August from Mess^{rs} Alex. Knox & Robt & Mess^{rs} Alex. Malcolm & Co Ltd stating that they wished to exchange leases of premises occupied by them was submitted. The/

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The Secretaries were instructed to write them stating that the Board was quite agreeable to their proposal on condition that they bear any expenses incurred for alterations &c to the offices or caused by their removal and that no alterations be made without the Company's approval.

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

The following account was passed:-

A. M ^c Lellan & Co.	<u>£1:14:4</u>
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[signed] James Howden
Chairman

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Minute of Fourth Annual General Meeting of Shareholders held in Mess^{rs} Brown Fleming & Murray's office on Thursday 30th August 1900 at 12 o'clock noon

Present:- In person.- M^r Howden, M^r Young, M^r Cochrane, M^r Salmon, M^r F. Rothenburg, M^r Gree, M^r Johnston.
By Proxy:- M^r Mitchell, M^r Kinloch, Miss I. Howden, Miss G. Howden, Mess^{rs} L. M., M. A. C. M., and M. A. Cochrane, M^{rs} Stockwell, M^r M^cKill, M^r Law, M^r Wyllie, M^r Fleming.

Attending:- M^r Murray for Secretaries
M^r Howden in the Chair

119/ M^r Murray read the notice calling the meeting and submitted the Directors' Report and Statement of Accounts made a few remarks explaining same and also in regard to the progress of the letting of the Building and the future prospects of the Company.

M^r Young seconded and the motion on being put to the meeting was carried unanimously.

120/ On the motion of M^r Rottenburg seconded by M^r Salmon M^r Joseph Patrick was reappointed auditor of the Company.

On the motion of M^r Rottenburg seconded by M^r Johnston the following resolution was/

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was carried unanimously:-

121/ "That the Directors be paid a remuneration at the rate of £200 per annum from the date of "the formation of the Company and that the fees in future be fixed at £200 per annum."

A vote of thanks to the Chairman terminated the meeting.

[signed] James Howden
Chairman

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Minute of Meeting held in Mess^{rs} Brown Fleming & Murray's office on Tuesday 24th October 1900 at 11 o'clock

Present:- M^r Howden, M^r Cochrane and M^r M^cKill.

Attending:- M^r Murray for Secretaries

A letter from M^r M^cKill dated 16th October in regard to payment of the Directors' Fees was submitted. The matter was postponed meantime.

122/ A letter was submitted from The Scottish Mine Owners' Association dated 3rd October offering to take the vacant office on the fourth floor at a rent of £200 per annum on condition of the office being fitted up and alterations being made conform to plan submitted to them by Mess^{rs} Salmon & Son. A letter from Mess^{rs} Salmon & Son dated 12th October was submitted enclosing plan of alterations and a letter from the measurers estimating cost of same at £168. M^r Murray reported that Mess^{rs} Salmon & Son gave it as their opinion that these alterations would be necessary for any tenant with the exception of the double windows which would cost around £20. After discussion it was agreed to accept the offer and to make the alterations &c. as per Mess^{rs} Salmon's plan with the exception of the double windows, meantime which however it was resolved to put in if found absolutely necessary by the tenants, and the/

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the Secretaries were instructed to write the Scottish Mine Owners' Association accordingly.

A letter was submitted from Mess^{rs} Salmon & Son dated 17th Oct. enclosing copy of letter sent by them to M^r Young of same date in regard to the rents of the offices still unlet.

The matter of painting the windows of the building was considered and the Secretaries were instructed to get estimates for same.

M^r M^cKill reported that the tenants were still being troubled by rain coming in at the windows. The Secretaries were instructed to write to Mess^{rs} Salmon & Son in regard to the matter and also in regard to laying a beading along the foot of the hall.

The following accounts were pasted:-

Water Account	£55:7:2
C. T. Bowie Fisher & Co.	1:1:8
Jas. Taylor J ^r	1:5:9
Electric Light	2:5:-
Jas. Macnab	2:1:10
Brown Fleming & Murray – Salary	50:-:-
C. & J. Malloch	158:6:8
A. MacLellan & Co	1:7:9
Macfarlane Hutton & Patrick	10:10:-
R. Waygood & Co Ltd	7:10:-

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in Mess^{rs}
Brown, Fleming Murray's office on Tuesday 6th
Nov. 1900 at 11 o'clock.

Present:- M^r Howden and M^r Cochrane.

Attending:- Mr Murray for Secretaries.

123/ The Minutes of the last two meetings of Directors and of the General Meeting held on 30th August were read, approved and signed.

124/ A letter dated 24th October was submitted from Mess^{rs} Neilson Bros & Co offering to take an extra room at the front of the second floor at a rental of £25. A letter was also submitted from Mess^{rs} Salmon & Son estimating the cost of fitting up and making the necessary alterations at £5. The secretaries reported that they had granted Mess^{rs} Neilson, Bros & Co. a five years lease of their present office, which they had taken for one year at a rental of £155, and the extra room at a rental of £185 per annum which was confirmed.

125/ A letter dated 5th November was submitted from Mess^{rs} M. Campbell Duff & Son in regard to splitting up their office, in which they agreed to retain part of it on a 5 years Lease at a rental of £45 per annum and also stated that they had an office from M^r William Wilson, Mill Owner, to take the other part of the office at a rental of £35 giving a total of £80 as against £65 being paid by them at present. They further stated that the necessary alterations would not cost more than £28 to £30. It was resolved to accept their offer on condition that M^r Wilson should take a lease/

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lease of the office for a period of three or five years and and that Mess^{rs} Duff & Son pay any cost of alterations &c in excess of £30 and the Secretaries were instructed to write them accordingly.

The following payment was confirmed:-

Electric Light £4-4-6

The following accounts were passed:-

A. MacLellan & Co. £1 1 "

Interest on Bonds
Feu Duty

771 17 6
83 13 3

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in
Brown Fleming & Murray's
office on Tuesday 4th December
1900 at 11 o'clock.

Present:- M^r Howden, M^r M^cKill, M^r Young & M^r Cochrane.

Attending:- M^r Murray for Secretaries.

126/ The minute of last meeting was read appointed & signed.

A letter dated 24th Nov. from M^r M^cKill was submitted in regard to the Director's
Fees. It was resolved to pay same.

Letters were submitted from M^r Salmon dated 12th & 13th Nov. in regard to a further
payment to his firm to account of their fees. It was resolved to adhere to the decision come to at the
meeting of Directors held on 29th June viz: that no further payments be made until the final
measurements were received.

127/ M^r Murray reported the let of office in front of the 2nd floor to Mess^{rs} Alex Bruce &
Co. Timber Merchants at a rental of £1225 which was confirmed.

128/ A letter was submitted from Mess^{rs} Miller & Richards Steamship Owners offering to
take back office on the 2nd floor on a 5 years lease at a rental of £120 per annum on condition that
the divisional wall at the east of their office was to be replaced so as to give them a breadth of 14½
feet in their private room and that certain alterations and items in regard to fitting up were carried
out. The Secretaries were instructed to see Mess^{rs} Salmon & Son in regard to the matter and to
arrange about the divisional wall &c
with/

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with Mess^{rs} Miller & Richards and M^r M^cKill who desired to add another room to his office.

The following payments were confirmed.

Insurance Premium	£6.10.-
Jas Trearty & Co.	<u>1.14.6</u>

The following accounts were passed.

Glasgow Herald	£15.2.6
R. Waygood & Co. Ltd.	12.15.0
Brown Fleming & Murray (Quarter Salary)	<u>50.0.0</u>

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in
Brown Fleming & Murray Office on
Monday 24th Dec 1900 at 11.30 o'clock

Present:- M^r Howden, M^r Young, M^r Cochrane

Attending:- M^r Murray for the Secretaries

129/ The Minute of the last meeting was read approved and signed.

M^r Murray reported that he had received a number of complaints from tenants about the rain coming in at the windows and he submitted letter from M^r A Dawson Reid in regard to same. Letters were also submitted from Mess^{rs} Salmon & Sons dated 11th, 19th & 24th Dec as were also estimates from Wm Tonner & Sons Plasterers & John Cochrane J^r joiner bringing out the total cost of putting the windows right at £29.18/-. After discussion it was resolved to postpone the matter until the next meeting when M^r Salmon should be asked to attend.

130/ M^r Murray reported the let of the back office on the 2nd floor to Mess^{rs} Millar & Richards on a 5 years lease at an annual rental of £125 which was confirmed.

M^r Murray reported the communication he had had with M^r M^cKill in regard to the latter's firm taking in the extra room at the back of their present office, the outcome of which had been that M^r M^cKill had made an offer of £35 for same. He also submitted letter/

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letter from Mess^{rs} Salmon & Sons dated 4th Dec in regards to the extent and rent of the room. After consideration, the Directors being still of opinion that the rental of £38 previously asked was a moderate, it was resolved to adhere to it and M^r Murray was asked to again see M^r M^cKill and try to arrange the matter.

131/ It was resolved that the next monthly meeting of Directors be held on Tuesday the 8th January 1901 and that in future the meetings be held at 2 o'clock instead of 11.30.

The following payments were confirmed

John Cochrane J ^r	£400.
Rates & Taxes	777:10:9
Water A/C	55:1:10

The following accounts were passed

Macnair & Macphail	16:12:6
A. M ^c Lellan & Co.	1:3:3
Cleaning & Lighting Accounts	29:18:10

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in Mess^{rs} Brown, Fleming & Murray's office, on Tuesday 8th January 1901 at 2 o'clock.

Present:- M^r Howden, & M^r Cochrane.

Attending:- M^r Salmon, Architect & M^r Murray for the Secretaries.

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

M^r Murray submitted letter from M^r M^cKill in regard to the day and hour fixed for the meetings. It was arranged that future meetings should be held on the first Wednesday of each month at 2 o'clock.

M^r Murray reported complaints from several of the tenants about the rain coming in at the windows at the back of the Building. M^r Salmon stated that what had been done to the windows at Mess^{rs} Crouch & Hogg's office had completely cured the defects, and offers were submitted from M^r Tonner, Plasterer, and M^r Cochrane, Joiner, for doing the same to the other windows at a cost of £29:18/-. It was remitted to M^r Salmon to have the work proceeded with as far as necessary.

M^r Murray submitted notice from the Corporation regarding the submission of plans in terms of the New Buildings Regulation Act. M^r Salmon was asked to see M^r Nisbet, the Master of Works.

M^r/

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M^r Murray reported that Mess^{rs} Melvin who had taken on sub-lease the office let to Mess^{rs} King & Son, wished to give it up as the Limited Company formed to take over their business had not floated. M^r Murray was instructed to endeavour to get a suitable tenant, in conjunction with M^r King.

M^r Murray submitted letter dated 5th January, 1901, from Mess^{rs} Wyllie Guild & Scott complaining of draughts from the windows of their office and suggesting that the windows of their office and suggesting that double windows be fitted up. An offer by M^r Cochrane J^r for fitting up the double windows was submitted, but before coming to a decision M^r Salmon was asked to inspect the present windows and report.

133/ The payment of the Dividend on the Preference Shares for the half year to 31st December, 1900 amounting to £422:10/- was confirmed.

The following accounts were passed :-

C. T. Bowie, Fisher & Co.	£2:6:8.
James Fleming, Electricity Department	4:11:0
[signed] James Howden	
Chairman	

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray, on Tuesday 5th February 1901, at 2 o'clock.

Present:- M^r Howden, M^r Cochrane & M^r MacKill.

Attending:- M^r Murray for the Secretaries.

134/ The Minute of last meeting was read, appointed, and signed.

The question of making the windows at the back of the building water tight was discussed and Mess^{rs} Crouch & Hoggs letter in regard thereto was submitted. M^r Howden reported that he and M^r Murray along with M^r Salmon a method by which the windows might be made tight.

The fitting up of double windows in Mess^{rs} Wyllie Guild & Scott's office in condition that they pay 10% on the outlay incurred was confirmed.

The submission of plans to the Master of Works in terms of the New Building Regulations Act was discussed and M^r Salmon's letter dated 15th January was submitted. It was resolved to have plans prepared and submitted & M^r Murray was instructed to see M^r Salmon as to the cast of same.

In regard to the letter from Mess^{rs} Miller & Richards about the division of their safe, M^r Murray was authorised to make them an allowance of £2 from their rent if necessary.

Mess^{rs} C. T. Bowie Fisher & Co's estimate of £13 for washing down the tiles of the well was submitted. M^r Murray was instructed to get further offices, but the work/

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work was to be delayed until further on in the Spring.

The following Accounts were passed:

Electric Light	£3:9:10
----------------	---------

R. Waygood & Co. Ltd	7:10:0
A. McLennan & Co.	9:0
Donald Clerk & Co.	19:11
C. & J. Malloch	5:7:8

The following cheques were signed:-

Jas. Fleming	£3:9:10
R. Waygood & Co. Ltd.	7:10:0
Brown, Fleming & Murray	30:0:0
C. & J. Malloch	5:7:8

A Deposit Receipt for £900 was endorsed.

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray C. A. on Wednesday 6th March 1901 at 2 o'clock.

Present:- M^r Howden, M^r Cochrane & M^r M^cKill.

Attending:- M^r Murray for the Secretaries.

- 135/ The minute of the last meeting was read approved & signed.
The following estimates for washing down the tiles in the wells were submitted
1. C. T. Bowie Fisher & Co. £13."."
 2. H. L. Anderson & Co. 13.12.6
 3. J. & R. Andrews 14.

It was agreed to accept Mess^{rs} C. T. Bowie Fisher & Co's offer.

Offers were submitted from C. T. Bowie Fisher & Co to paint the following offices:-

1. John Watson & Co. £26.15.
2. Thos Barr Ltd £14.

The Secretaries were instructed to get further estimates.

The question as to making the back windows of the building \water-tight/ was further considered and the Secretaries were instructed to write to Mess^{rs} James Salmon & Sons in regard there to.

136/ A letter dated 2nd March from Mess^{rs} Hugh King & Sons in regard to subletting their office to Mess^{rs} MacLeod & Co was submitted and it was agreed to accept Mess^{rs} MacLeod & Co as tenants

A/

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A letter dated 28th February asking to have gas pipes fitted into their shop was read from the Williams Typewriter Co. It was agreed to fit up the gas pipes as required, they to supply their own fittings.

137/ A Statement of finance was submitted showing that the balance on current account was £25.6.9 and the amount on Deposit Receipt of £2700

The following accounts were passed

Mess ^{rs} John M ^c Quat	£32.18.10
" C. & J. Malloch	5.2.6
Do.	4.11.8
Glasgow Herald	12.8.

D. Richmond

14.6

The following cheques were signed :-

Mess ^{rs} John M ^c Quat	32.18.10
" C. & J. Malloch	9.14.2
" Brown, Fleming & Murray	65. . .
" George Outram & Co	12.8.

A Deposit Receipt for £100 was endorsed.

[signed] James Howden

Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. on Wednesday April 3rd 1901 @ 2 o'clock

Present:- M^r Young; M^r Cochrane
Attending:- M^r Murray for the Secretaries

138/ M^r Murray reported the letting of the eastmost offices on the fifth floor (3 rooms with safe) to Mess^{rs} Alexander & Arthurs, Steamship Owners & Brokers on a 5-years lease at a rental of £70 £70 £80 £80 £80 for the 5 years respectively. They having the option of a break at Whitsunday 1904 – which was confirmed.

The following acceptances of offers for Painters Work were confirmed:-

Mess ^{rs} C. T. Bowie Fisher & Co	
Mess ^{rs} J Watson & Co office	£26.15/- 0
" T. Bain Ltd "	£14.0.0
Mess ^{rs} J & R Anderson	
Mess ^{rs} Miller & Richards "	£12:15:

The following estimate for fitting up gas piping in the Williams Typewriter Coy's Shop was also confirmed.

Mess ^{rs} Wallace & Connell	£4:9/-
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M^r Murray reported that Alex Blair the tenant of No 69, the westmost shop, had been sequestrated and that arrangements had been made with the Trustee for the reletting of the Shop.
M^r/

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M^r Blair was in arrear with the half-years rent amounting to £55 due at Martinmas last – and that as the result of the sale of the Stock after meeting certain taxes £28:8:6 had been recovered.

The further consideration of the question of making the windows at the back of the building Wind & Watertight was delayed and the Secretaries were instructed to convene a Special Meeting of the Board for Tuesday the 9th April and arrange for M^r Salmon to be present. Further complaints by the Tenants were reported.

A letter from Mess^{rs} James Salmon & Sons re some small alterations in Mess^{rs} Alex. Bruce & Co's office was read. The Secretaries were instructed to agree to pay half, provided the total cost did not exceed £5.

139/ A Statement of finance was submitted showing that there was £2,500 on Deposit Receipt and £80.8.1 in the Bank.

The following payment was confirmed
Corporation Water Dept.

Water for lifts	£56:2:4
The following accounts were passed	
A. MacLellan & Co	£154:16:1
Corporation Electricity \electrical work/	3:19:
British Linen Bank	2:3
Taylor & Miller	21:2:

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The following cheques were signed

A. MacLellan & Co	£154:16:1
Taylor & Miller	21:2:
James Fleming	3:19:
Brown, Fleming & Murray Expenses	15:

A Deposit Receipt for £300 was endorsed.
[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray C. A. on Tuesday 9th April 1901 @ 2 o'clock

Present:- M^r Cochrane

Attending:- M^r Salmon, Architects
M^r Murray for the Secretaries.

Owing to M^r Cochrane being the only Director present no business was done.
[signed] James Howden
Chairman

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Minute of Meeting of Director[s] held in the Office of Mess^{rs} Brown, Fleming & Murray C. A. on Tuesday 8th May 1901 at 2 o'clock.

Present:- M^r Howden, M^r Cochrane, M^r Young

Attending:- M^r Salmon Architect
M^r Wilson for the Secretaries.

140/ The Minutes of the last three meetings were read, approved and signed
A letter dated 4th May from Mess^{rs} M^cLeod & Co, subtenants of Mess^{rs} Hugh King & Sons, asking to have their office done up, was read. It was decided that nothing should be done unless they took a lease for 3 years the matter being left in the hands of the Secretaries.

The matter of the Back Windows was again considered and it was remitted to M^r Salmon to deal with

The acceptance of the offer of Mess^{rs} Bowie, Fisher & Co for Painter Work in Mess^{rs} Alexander & Arthurs' Office was confirmed also the acceptance of Mess^{rs} John M^cQuat & Son's offer for the upkeep of the roofs etc for another year to the 17th April 1902 for £5.

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The question of papering & painting the East side passage on the 5th floor was delayed meantime.

141/ A Statement of finance was submitted showing £2,200 on Deposit Receipt and £174.13.3 on Current Account.

The following accounts were passed.

Donald Clerk & Son	£4:9:
R Waygood & Co Ld	7:10:
John M ^c Quat & Son	5:

The following cheques were signed

Mess^{rs} Bannatyne Kirkwood Franc[e] & Co

Interest on Bond £771:17:6

Adam Aitken

Feu Duty 83:18:2

Donald Clerk & Co Ld. 4:9:

R Waygood & Co Ld. 7:10:

John M^cQuat & Son 5:

Brown, Fleming & Murray 20:

The Northern Assurance Co. 61:1:7

[signed] James Howden

Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray C. A. on Monday 17th June 1901 at 11 o'clock

Present:- M^r Howden, M^r MacKill, M^r Cochrane, M^r Young

Attending :- M^r Wilson for the Secretaries

142/ The Minute of the last meeting was read approved & signed.

143/ The payment of the Dividend on the Preference Shares for the last year to 30th June 1901 amounting, less tax, to £425:14:3 was authorised.

The Secretaries submitted a request by the Linotype Coy to have a ventialtor fitted in their work shop, this was remitted for M^r Salmon to report to the next meeting.

The Secretaries reported requests by the following tenants to have their offices repapered

A . Dawson Reid, Esq.

Mess^{rs} M Campbell Duff & Son

" Crouch and Hogg

It was decided to repaper Mess^{rs} Crouch & Hogg's office but to do nothing to M^r Dawson Reid's and in regard to Mess^{rs} M Campbell Duff & Son it was resolved to do nothing until the final measurements for the Building had been/

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been received and M^r MacKill stated that he would call on them.

The Secretaries reported that all the rents for the half year to the 15th May last had been received

The acceptance of the offers of Messrs Bowie, Fisher & Co for Painter Work in the following offices was confirmed.

Mess ^{rs} MacLeod & Co	£10.5/-
" Endemann & Co	£14:10/-

The Secretaries submitted an offer from Mess^{rs} Wallace & Connell to fit overflow pipes to the closet cisterns at 9^s/7^d each. Before accepting the offer and instructing the work the Secretaries were instructed to see M^r Salmon and ascertain if the overflow pipes had not been included in the original estimate for Plumber Work.

The Secretaries reported that they had not succeeded in letting the shop No 69 lately occupied by John Blair Gunmaker. It was resolved to advertise the premises either as a shop or an office only once a week.

The Secretaries were instructed to write M^r Salmon asking him to attend the next meeting of Directors and report on what was being \done/ in regard to the Back Windows.

An offer from Mess^{rs} John M^cQuat & Sons for fixing eyebolts on the roof for hanging scaffolding was submitted/

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submitted and the Secretaries were instructed to write them asking for a sketch and whether they would be liable for the breaking of a bolt

144/ A Statement of Finance was submitted showing £4,500 on Deposit Receipt and £244:10:4 on Current Account.

The following accounts were passed.

C. & J. Malloch	6:6:4
Corporation Water	61:4:
Do _____ Electric Light	1:3:10
Brown Fleming & Murray	
Salary	50:

The following cheques were signed

Corporation Water	61:4:
Do _____ Elec. Light	1:3:10
C. & J. Malloch	6:6:4
Brown Fleming & Murray	
Salary	50.
Expenses	20
	70: :

[signed] James Howden, Chairman.

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray on Wednesday, 24th July 1907. @ 2 o'clock.

Present:- M^r Howden, M^r Cochrane & M^r MacKill.

Attending:- M^r Murray for the Secretaries.

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

Owing to M^r Salmon being unable, through illness, to attend and report in regard to the windows at the back of the Building, the Directors decided to hold a special meeting at the

Building on Wednesday 31st July at 12.30 o'clock, and the Secretaries were instructed to ask M^r salmon to be present.

The question of the fitting up of a ventilator in the Linotype Co's shop was postponed.

After further consideration the Secretaries were instructed to accept Mess^{rs} Wallace & Connell's offer to fit in Lead overflow pipes in closet cisterns at 9/7 per closet and arrange to have the work proceeded with at once.

146/ The Draft Report and Accounts for the year to 30th June, 1907 were submitted and gone over. The Secretaries were instructed to have them printed and proofs sent to each of the Directors for approval.

The acceptance of the offer of Mess^{rs} John Orr & Son for Painter work at Mess^{rs} Crouch & Hogg's office./

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office for £15:10/- was confirmed.

Mess^{rs} John M^r M^cQuats offer for fixing bolts on to the roof for hanging scaffolding was again discussed, and their letter of 20th June in regard thereto read. It was decided not to fix the Bolts.

Letters dated 26th June & 24th July from Mess^{rs} M. Campbell Duff & Son, the Measurers, in regard to the final measurements of the Building were read. The Secretaries were instructed to again write them, expressing dissatisfaction at the delay.

A letter from J. A. C. Tindal dated 21st June asking for lavatory & W. C. accom[m]odation to be fitted into his office, was read. It was decided to further consider the matter at the meeting at the Building on the 31st.

147/ A Transfer for 50 Ordinary Shares from John William Burns' Trustees to Alan Burns was passed and a new Certificate in favour of Alan Burns was signed and sealed.

148/ A Statement of Finance was submitted showing £4,100 on Deposit Reciept and £112:6:8 on Current Account.

The following accounts were passed:-

C. T. Bowie Fisher & Co	£190:13:6
A. MacLellan & Co	4:10:6
C. & J. Cobe & Sons	15:10:0

J./

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J. & R. Anderson	£12:15:0.
John Orr & Sons	15:10:0
John M ^c Quat & Son.	8:18:0
Donald Clerk & Son.	17/-

The following cheques were signed:-

James Howden	£47:8:0
James Young	47:8:0
Robert MacKill	47:8:0
C. T. Bowie, Fisher & Co.	190:13:6
A. MacLellan & Co.	4:10:6
C. & J. Malloch	2:4:10.
James Combe & Son.	15:10:0.
J. & R. Anderson.	12:15:0.
John Orr & Son	15:10:0.
John M ^c Quat & Sons	8:18:0.
Brown, Fleming & Murray, Expenses	30:0:0

A Deposit Receipt for £2,300 was endorsed.
[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the Mercantile Chambers, Bothwell Street, on Wednesday 31st July, 1901 @ 12.30 o'clock.

Present:- M^r Howden & M^r Cochrane.

Attending:- M^r Murray for Secretaries, M^r Salmon, Architect, M^r Cochrane, Joiner.

The Meeting inspect what had been done to the back windows of Mess^{rs} Thos. Barr's office and after discussions with Mr Salmon & M^r Cochrane it was decided to treat Mess^{rs} Crouch & Hogg's windows in the same manner. With the view of ventilating the offices, it was decided that one of the large windows should be altered so that the upper part could be opened and shut without difficulty, and M^r Cochrane was instructed accordingly.

It was decided to fit up a wash-hand basin in Mess^{rs} Ritchie, Graham & Tindal's office.

Mess^{rs} Neilson's Bros. letters of 1st & 9th July were again read and it was decided to arrange to give them a W. C. for their own use.

It was remitted to M^r Salmon to obtain an estimate for the doing up of the East passage on the 5th floor.

M^r Cochrane, Joiner, was asked to send in an estimate for fitting up a ventilator in the Linotype Company's shop, and making the necessary alterations.

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray's office on Tuesday, 13th August, 1901, @ 11.30 o'clock.

Present:- M^r Howden, M^r Cochrane & M^r Young.

Attending:- M^r Murray for the Secretaries.

149/ The Procedure for the General Meeting was arranged.

A letter from Mess^{rs} Crouch & Hogg dated the 7th August in regard to their windows, and enclosing a sketch of a suggestion for making them watertight, was read. The Secretaries were instructed to write the joiner asking the cause of the delay.

Mess^{rs} Waygood & Co. Ltd. Account for £7:10/- was passed.

The following cheques were signed:-

Ordinary Dividend Account	£1066:10:4
Waygood & Co. Ltd.	7:10:0
Brown, Fleming & Murray, Expenses	20:0:0
A Deposit Receipt for £100 was endorsed	

[signed] James Howden
Chairman

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Minute of Fifth Annual General Meeting
of Shareholders held in the office of
Mess^{rs} Brown Fleming & Murray, 144
St. Vincent Street, Glasgow on Tuesday,
13th August, 1901 @ 12 o'clock

Present:- In Person. M^r Wyllie, M^r James Fleming, M^r Howden, M^r Cochrane & M^r Young
By Proxy. Miss M. A. C. M. Cochrane, M^{rs} M. A. Cochrane, M^{rs} U. M. Lindsay,
Miss L. M. Cochrane, Mess^{rs} W. Law, W. F. Salmon, Robert Brownlee,
A. Burns, M. I. Fleming, I. S. Cree, J. Kinloch, J. Fyfe-Jamieson, W.
Clark, R. Robins, J. Mitchell, Neil Macnish, Paul Rottenburg.

Attending:- M^r Murray, for the Secretaries.

M^r Howden in the chair.

150/ M^r Murray read the notice calling the meeting and the Auditor's report.
M^r Howden referred to a number of items in the Accounts and then moved that the
Report and Accounts be adopted and that the balance of £1646:18:3
be applied as follows:-
(1) In writing off Preliminary Expenses
Account £500:0:0
(2) In payment of Dividend to the
Ordinary Shareholders at the
rate of 7½ per cent. 1125:0:0. 1625:0:0
and that the balance of 21:18:3
be/

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be carried forward.

M^r Young seconded the motion.

The Chairman states that before formally putting the motion, he would be glad to
give any explanations.

M^r Wyllie drew attention to the amount paid in Directors Fees, indicating that now
the Building was finished and let, the work of the Directors was not so great, and he was of opinion
that the Fees should be reduced.

M^r Fleming stated that his view was that the Fees under the whole circumstances
were very moderate.

The Chairman in reply explained that the amount of £200 had been fixed by them at
the Annual General Meeting held on 30th August, 1900. Having in view the amount of Work and
responsibility involved, he certainly did not think that the Directors were overpaid at £50 each.

151/ On being put to the meeting the motion for the adoption of the Report and Accounts
was carried unanimously.

On the motion of M^r Fleming seconded by M^r Cochrane, M^r Young the retiring
Director was re-elected.

152/ On the motion of M^r Wyllie, seconded by M^r Fleming, M^r Josephg Patrick C.A. was
reappointed Auditor for the ensuing year at 10:10/-.

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray on Wednesday 11th Sept 1901 at 11.30 o'clock.

Present:- M^r Howden & M^r Cochrane.

Attending:- Mr Murray for the Secretaries.

153/ The Minutes of Meetings held on 24th and 31st July, and 13th August also Shareholders meeting of 13th August were read approved and signed.

Mess^{rs} Waygood & Co Ltd's report on the consumption of water was read showing that the amount of water required was only in accordance with the number of trips made.

The acceptance of the offer of Mess^{rs} C. T. Bowie Fisher & Co for Painter Work in the office of Mess^{rs} Ritchie Graham & Tindal for the sum of £13.15/- was confirmed.

An estimate from J Cochrane J^r for a ventilator in Mess^{rs} Crouch & Hogg's office was submitted and delayed pening a decision in regard to the back windows. An estimate for a ventilator in the Linotype Co's office was also submitted and authorised to be accepted.

The following final measurements were submitted, but consideration was delayed until the whole measurements were received.

P. & W. Anderson	19864:16:2½
Instalments paid.	<u>17000 " "</u>
Balance	£2864:16:2½

C./

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C. T. Bowie Fisher & Co	£1267:0:21/2
Instalments paid	<u>700:-: -</u>
Balance	567:-: -

154/ A statement of Finance showing £81:18:4 on Current Account and £2600 on Deposit Receipt was submitted.

The following Accounts were passed

Advertising	£15:-:-
Glasgow Corporation Water	6:3: -
Macfarlane Hutton & Patrick	10:10:-

The following cheques were signed

Glasgow Herald	£15:-:-
Macfarlane Hutton & Patrick	10:-:10:-
Brown Fleming & Murray	

Salary	50	
Expenses	<u>20</u>	70:-:-

A Deposit Receipt for £700 was endorsed.

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the Office of Mess^{rs} Brown, Fleming & Murray C. A. on Wednesday 20th November 1901, at 12 o'clock:

Present:- M^r Howden, M^r Cochrane, M^r M^cKill, M^r Young.

Attending:- M^r Murray for the Secretaries.

155/ The Minute of the last meeting was read approved and signed.

Mess^{rs} James Salmon & Sons letter dated 19th November in regard to the defective windows and advising the fitting up of double windows as being the only method likely to be satisfactory and that where necessary the Brick Works should be cemented \was read/. In this connection Mess^{rs} Crouch & Hoggs letter of 18th November was submitted. M^r salmon was then introduced to the Meeting and after discussion it was moved by M^r M^cKill and seconded by M^r Cochrane that before deciding to put in double windows and cement the Brick Work as suggested by Mess^{rs} Salmon that the advice of an independant and practical party be taken. It was decided that M^r Andrew Gray, Wright and Valuator, 30 Bath Street, should be asked to visit the

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Building and report what in his opinion are the defects in construction and what remedy he would suggest in order to insure their being made wind and watertight.

156/ The letting of the westmost shop N^o 69 as an office to the Highland Railway Company on a lease until Whitsunday 1904 at a rental of £110 was reported and confirmed.

M^r Murray reported that the final measurements of the following Contracts has been received:-

	<u>Total</u>			<u>Instalments pd.</u>	<u>Bal. Due.</u>		
R. W. Anderson	19861	13	2½	18500	1364	16	2½
C. T. Bowie Fisher & Co	1267	-	2½	700	567	-	2½
Wm Tonner & Sons	2595	3	5½	2100	495	3	5½
A MacLellan & Co	33	4	4	Nil	33	4	4

It was resolved to pay the following instalments on account of same.

P & W Anderson	£750
C. T. Bowie Fisher & Co	300
Wm Tonner & Sons	250
A McLellan & Co	38

The payment of £1500 to Mess^{rs} P & W Anderson to account of the balance due on their contract was reported and confirmed. A letter dated 19th November from Mess^{rs} R & W Anderson asking to be allowed to charge Bank interest on the balance of their account was read but was delayed to be considered at the final settlement.

A letter dated 18th November from

Mess^{rs}/

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Mess^{rs} Salmon & Sons asking a further payment on account of their fee was read. The Directors adhered to their previous decision not to make any further payment until the whole measurements had been got in and they were in a position to decide as to a final settlement.

157/ On Deposit Receipt £3250
On Current Account 178:8:7

The following Accounts were passed.

R. Waygood & Co	£7:10:
Glasgow Herald	7:5:6
Brown, Fleming & Murray	11:13:
R. Rome & Sons	6:10:10
A. MacLellan & Co	2:6:5

The following cheques were signed.

R. Waygood & Co	£7:10:
-----------------	--------

Glasgow Herald	7:5:6
Macnair & Macphail	11:13:
Brown, Fleming & Murray	20: :
R Rome & Son	6:10:10
A MacLellan & Co	2:6:5

The following payments were confirmed:-
 Bannatyne Kirkwood France & Co
 ½ years Int. on. Bond less tax £765:2:1
 Blythwood Feus less tax 83:3:6

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Electric Light Accounts	£7:13:
Corporation Water	
for hoists	59:1:5
[signed] James Howden	
	Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. on Wednesday 18th December 1901 at 2 o'clock.

Present:- M^r Cochrane, M^r Young

Attending:- M^r Murray for the Secretaries

There was submitted A. & G. Grays' report dated 3rd December 1901 suggesting the fitting up of double windows as the only remedy likely to prove effectual in making the defective windows wind and watertight M^r Andrew Gray was introduced to the Meeting and the matter was fully discussed. There was also submitted a letter dated 18th December 1901 from Mess^{rs} Salmon & Son estimating the cost of fitting up the double windows where necessary.

A Statement comparing the number of runs made by the Company's Hydraulic Hoists with those made by the Electric Hoists in the Central Chambers was submitted. This statement should ~~showed~~ that the lifts in the Central Chambers did considerably more work than those in this Company's Building and in view of the fact that⁵ the cost of water amounted

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to over £240 per annum and that the Electric energy for the Central Chambers lifts was under £40 per annum. M^r Murray stated that he thought the Directors should consider as to the advisability of altering the Lifts to Electric. The question however was postponed to be considered at a full Meeting of the Board.

158/ The payment of the Preference Dividend for the half-year to the 31st December 1901 and payable on 1st January 1902 was authorised.

Dividend	£450
Income Tax	<u>26:5</u>
	£423:15:

Owing to the date of the January Monthly Meeting falling on New Year's day it was decided to postpone same until Wednesday 8th

159/ A Statement of Finances made up to the 18th December was submitted showing on.

Deposit Receipt	£2,000
Current Account	168:18:10

The following Accounts were passed for which cheques were signed

Thos Watson	£15:16:
Corporation – Water	58:11:
J. Gordon	2:18:3
A. MacLellan	2:18:7
C. J. Fisher & Co	31:0:5
Brown Fleming & Murray	60:
Salary	£50
Expenses	<u>10</u>

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Taxes	
Police &c	£294:2:6
Poor & School	296:9:11
Property	315:7:
Water Rate	35:18:9

The following Accounts were passed

Advertising	£1:10:
Macfarlane Bros	7:6
A. Bryan	6:5
A Cheque was signed	
Reference Dividend	£423:15:

A Deposit Receipt for £2000 was endorsed.

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray C. A. Glasgow on Tuesday 14th January 1902 at 2 o'clock afternoon.

Present:- M^r Howden, M^r Young, M^r Cochrane, M^r Mackill.

Attending:- M^r for the Secretaries.

160/ The minutes of the Meetings dated 11th September, 20th November 18th December 1901 were read approved & signed.

M^r Murray reported that he had consulted M^r Nicol of Mess^{rs} Wm Nicol & Coy joiners and window Patentees in connection with the defective windows and that M^r Nicol after thorough examination was of opinion that they could be made watertight and practically windtight without the necessity of putting in double windows and that he had instructed M^r Nicol to experiment on two windows in each of the offices occupied by Mess^{rs} Salmon & Son, Mess^{rs} G. L. Watson & Coy and Mess^{rs} Crouch & Hogg. He further reported that the windows in Mess^{rs} Crouch & Hogg's office were completed.

A request from the Highland Railway Co to be allowed to erect a signboard was submitted/

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submitted and the Secretaries were instructed to ask for a design of what they proposed.

A letter dated 7th Jany 1902 from M^r Mackill was submitted asking if the day of the Directors Meeting could not be altered from Wednesdays to some other day of the week. After

discussion it was decided that in future the meetings should be held on the first Tuesday in each month at 2 o'clock afternoon.

161/ A Statement of France to the 14th January 1902 was submitted showing

On Deposit Receipt	£500
On Current Account	138:3:7

The following accounts were passed for payment for which cheques were signed

Wallace & Connell	£58:17:
M ^c Quat & Son	8:11:5
A. MacLellan & Co	11:10:9
An ^d Gray	2:2:
D ^r M ^c Lellan	2:2:
C. & J. Malloch	4:15:
Brown Fleming & Murray Expenses	15:

The following accounts were passed

T. Watson	:7:0
Falkirk Irons	3:6
Macfarlane Bros	5:0

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. Glasgow on Tuesday 4th February 1902 at 2 o'clock

Present:- M^r Howden, M^r MacKill, M^r Cochrane

Attending:- M^r Murray for the Secretaries

162/ The Minute of the last meeting was read approved and signed.
A letter was submitted dated 16th January 1902 from Mess^{rs} R. Waygood & Coy Ltd estimating the cost of converting the lifts from hydraulic to electric power at from £800 to £900 exclusive of any Builders work, foundations for gear top grinders and any cutting away which might be necessary in connecting with the work & wiring. Consideration of this matter was delayed.

163/ A Statement of Finance was submitted showing as at 4th February

On Deposit Receipt	£500
On Current account	106:11:5

The following accounts were passed and cheques signed therefore

Brown, Fleming & Murray Expenses	£15:
E. Goossens Pope & Co	1:12

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Corporation for Electric Light	£2:18:11
Police Ass ^{ats}	2:5:1½

The following accounts also were passed

C. & J. Malloch	:11:9
A. Wilson & Co	:1:0

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray C. A. on Tuesday 4th March 1902 at 2 o'clock.

Present:- M^r Howden, M^r Young, M^r M^cKill, M^r Cochrane

Attending:- M^r Murray for the Secretaries

M^r Murray reported that the following Shops and Offices were still unlet as from Whitsunday next :-

Shop presently occupied by Smith Premier Typewriter Co	rent	£200
Linotype Company Ltd	"	200
Office presently occupied by M ^r J. P. Scott	"	25
Mess ^{rs} Bayes & Fergusson	"	90
The Soldiers & Sailors Fams Assoc.	"	90

It was resolved to continue advertising

M^r Murray reported that the final measurements for the Joiner Work had not been received but he had been informed that it was now in the Contractor's hands

A Sketch of an advertising signs proposed to be erected by the Highland Railway Co was submitted. The Directors did not approve of the design and M^r Murray was/

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was asked to get them to submit another.

M^r Murray stated that owing to the repeated complaints made by several of the Tenants of smoky chimneys and by the Linen Thread Coy of back smoke coming into their office he had thought it advisable to have a report by an independant tradesman and that he had instructed M^r Andrew Bryan to inspect the chimneys. M^r Bryan's report was read and it was decided to hold a special Meeting to consider the matter on Tuesday 11th March 1902 at 2 o'clock when the Architect M^r Salmon was to be asked to attend.

164/ A Statement of Finance to the 4th March 1902 was submitted showing

On Deposit Receipt	£500
On Current Account	£ 84:14:7

The following accounts were passed for payment and cheques signed therefore
Brown, Fleming & Murray

Salary to 31 st March 1902	£50	
Expenses	<u>20</u>	£70
A. Bryan		12:1:7

[signed] James Howden
Chairman

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Minutes of Meeting of Directors held in the Office of Mess^{rs} Brown, Fleming & Murray C. A. Glasgow on Tuesday 11th March 1902 at 2 o'clock

Present:- M^r Cochrane, M^r Young, M^r M^cKill

Attending:- M^r Murray for the Secretaries

M^r Salmon was introduced to the Meeting.

M^r Bryan's report in regard to the defective chimneys was submitted and M^r Salmon was asked for an explanation. He however could give no satisfactory explanation – and before deciding to increase the height of the Chimneys, it was arranged that M^r Salmon should meet M^r Anderson, the Mason, and M^r Bryan in the Building on Thursday the 13th March 1902 at 12 o'clock noon and report

The water account for the hoists for the period from 14th December 1901 to 4th March 1902 amounting to £61:3:11 was passed and a cheque signed therefore.

A Deposit Receipt for £500 was endorsed.

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. Glasgow on Tuesday 1st April 1902 @ 2 o'clock

Present:- M^r Howden, M^r Cochrane, M^r Young

Attending:- M^r Murray for the Secretaries.

165/ The Minutes of the last two Meetings were read approved and signed.
It was decided to hold a special Meeting to go over the final measurements on Tuesday the 8th April at 2 o'clock

M^r Wm F. Salmon's letter dated 1st April ~~on~~ reporting the result of his meeting with M^r Anderson and M^r Bryan in regard to the defective chimneys was read. This stated that the chimneys in the Linen Thread Co's office were now giving satisfaction and recommended that instead of going to the expense of heightening the chimneys, ventilators should also be fitted into the windows of the other offices where the chimneys were still giving trouble.]

166/ M^r Murray reported that the office presently occupied by M^r J. P. Scott had been let to M^r G. H. Veitch for one year at a rental of £23.

It was agreed to offer a lease of the office presently occupied by the Soldiers & Sailors Families Association to

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The Clyde Valley Electric Power Company for 5 years at the following rental:-

1st year £70; 2nd year £75 3rd year £80; 4th year £85 ; 5th year £90.

The Secretaries were instructed to continue to advertise the \two/ shops

167/ A Statement of Finance to the 1st April 1902 was submitted showing

On Deposit £400

Current Account 43:4:7

The following accounts were passed and cheques signed therefore

Mess^{rs} Wm Nicol & Co £44:18:1

" R. Waygood & Co Ld 7:10:

" Brown, Fleming & Murray

Expenses 10:

" Bannatyne Kirkwood France & Co 6:1:5

" T. Watson & Co 2:3:

Corporation Electric Light 2:0:1

D. Hunter Esq. 1:5:

Account Passed

Advertising :9:

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. Glasgow on Tuesday April 8th 1902 at 2 o'clock

Present:- M^r Howden, M^r Cochrane, M^r Mackill, M^r Young

Attending:- M^r Murray for the Secretaries
M^r Salmon Architect

The following final measurements were submitted:-

Contract	Name	Amount of Final Measurement	Amount Paid	Balance Due
Mason	R. Anderson	£19861	13 2½ £19250	611 13 2½
Painter	C. T. Bowie, Fisher & Co	1267	" 2½ 1,000	267 " 2½
Plasterer	Wm Tonner & Son	2595	3 5½ 2,350	245 3 5½
Blinds	J Bryden & Sons	132	1 " 100	32 1 -

Mess^{rs} P & W Anderson's letter and account dated 12th December 1901, claiming £500 as premium and £420 as interest on the unpaid amount of their contract for a period of 2½ years, were also submitted. The Accounts were after consideration passed for payment with the exception of the premium and interest claimed by Mess^{rs} P & W Anderson.

A letter dated 5th April 1902 from Mess^{rs} M. Campbell Duff & Sons was submitted together with a statement showing the amounts of Estimates and completed

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measurements, with the exception of the Joiners, also giving a comparison between the measurements and Estimates of the several works showing how the differences arose.

An offer by M^r Gilbert Lang to lease the office presently occupied by Mess^{rs} Boyes & Fergusson for 5 years with the option of \a/ break at the end of the first & third years at the following rental :- for the 1st year £60; 2nd year £65; 3rd year £70; 4th year £75; 5th year £80 was submitted. The Secretaries were instructed to try and obtain better terms.

168/ A letter dated 3rd April 1902; from M^r Jas M^cKenzie was read confirming the terms upon which the Clyde Valley Electric Power Coy have taken a lease of the offices presently occupied by the Soldiers & Sailors Families Association

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. Glasgow on Wednesday April 16th at 2.30 o'clock

Present:- M^r Howden, M^r Cochrane, M^r Young, M^r Mackill.

Attending:- M^r Murray for the Secretaries

Mess^{rs} Jas Salmon & Son's letter dated 10th April 1902 was submitted together with a statement of the amount of their fees, bringing out a total of £2179:9:8 of which instalments to the amount of £1,600 had been paid leaving a balance of £579:9:8. After full consideration of the whole circumstances the Secretaries were instructed to write Mess^{rs} Salmon & Son offering without prejudice the sum of £400 in full payment.

169/ M^r Murray reported that he had let the office presently occupied by Mess^{rs} Boyes & Fergusson to M^r Lang for 5 years, with the option to break at the end of the 1st and 3rd years, at the following rental:- for the 1st year £65 2nd year £70; 3rd year £70; 4th year £80; 5th year £80 This was confirmed.

To provide funds to meet the balance due to the Contractors it was decided to borrow £5000. M^r Young

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stated that he could manage to arrange to lend from a trust with which he was connected £2,500 at 4%.

[signed] James Howden
Chairman

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Minute of meeting of Directors held in the offices of Mess^{rs} Brown, Fleming & Murray, C. A. , Glasgow on Tuesday 6th May 1902 @ 2 o'clock.

Present:- M^r Howden, M^r Cochrane, M^r Mackill

Attending:- M^r Murray for the Secretaries

170/ The minutes of the Meetings held on the 1st, 8th and 16th April 1902 were read approved and signed.

A letter dated 18th April 1902 from Mess^{rs} Salmon & Son declining the offer of £400 but stating that they would accept £550 was submitted. The matter was delayed meantime.

A Statement dated 18th April 1902 from Mess^{rs} Campbell Duff & Son was submitted showing that the total amount expended on the carving of the building was £707

M^r Murray reported that he had been asked by Mess^{rs} Mitchells Johnston & Co, Agents for the trust which M^r Young stated would be prepared to lend £2,500, for the titles of the property so that they could prepare a Bond, but that he had not instructed the Company's Law agents to send them the titles as he understood that the money was to be given without a Bond, the Company undertaking/

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undertaking not to borrow further monies in priority thereto. M^r Howden and M^r Mackill stated that their recollection was that a Bond was to be granted for the £2,500 and that as M^r Young had instructed his agents to this effect the Secretaries were authorised to ask Mess^{rs} Bannatyne Kirkwood France & Co to forward the title to Mess^{rs} Mitchell Johnston & Co so that the Bond could be prepared.

171/ Mess^{rs} John M^cQuat & Son's letter of 17th April 1902 offering to upkeep the roofs for another year for £5 was accepted.

A Statement of finance to 6th May 1902 was submitted as follows

Funds

nil

Liabilities

Bank overdrawn	162	13	"			
Bond Interest due 15 th	765	2	1			
C. T. Bowie Fisher & Co	267	"	"			
Wm Tonner & Sons	245	3	5			
P. & W. Anderson	111	13	2			
Blythwood Feus due 15 th	83	3	6			
Insurance	61	1	7			
W. B. Sayers	13	"	4			
Alex M ^c Lay	9	9	"			
Galbraith & Winton	4	8	2			
Property Tax	2	10	2			
Sunday trade Accounts	<u>87</u>	<u>2</u>	<u>11</u>	<u>1762</u>	<u>7</u>	<u>4</u>
				£1762	7	4

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The following payments to Contracts were confirmed.

Mess ^{rs} P. & W. Anderson	£500
Mess ^{rs} John Bryden & Son	32:1:1
[signed] James Howden Chairman	

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. Glasgow on Tuesday 17th June 1902 at 2 o'clock.

Present:- M^r Howden, M^r Young

Attending:- M^r Murray for the Secretaries

172/ A letter of apology from M^r Mackill dated 12th June was read

The Minute of Meeting held on 6th May 1902 was read approved and signed.

173/ The Bond for £3,500 in favour of M^r James Young and others was signed and sealed, and it was agreed that the interest should run from Whitsunday, the Company getting credit for interest at Deposit Receipt from Whitsunday to date of settlement.

Mess^{rs} P & W Anderson's letter of 27th May asking for settlement of their contract including the Bonus of £500 was read. It was decided to call a special meeting to consider the matter

174/ The payment of the dividend on the preference shares for the half-year to the 30th June 1902 payable on 1st July was authorised.

Half years dividend @ 4½%	£450
Income Tax	<u>27:2:8</u>
	£422:17:4

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£422:17:4

A cheque for this amount was signed.

M^r Murray reports that all the rents due at Whitsunday had been received with the exception of a balance of £15 due by Mess^{rs} Stark & Gow. He also reported that the two shops vacated at the May term were still unlet.

175/ A Statement of Finance to 17th June was submitted showing funds in Bank amounting to £3442:7:8 against which there was outstanding, accounts, including half years Dividend on the Preference Share and the Directors Fees, amounting to £1027:8:

Letters to the Bank were signed agreeing the Bank balance at 15th April 1902

The following Accounts were passed and cheques signed therefore.

Directors Fees

James Howden	47:0:8
J. R. Cochrane	47:0:8
James Young	47:0:8
Robt Mackill	47:0:8

Corporation Water

For hoists (26 th Feby-27th May)	58:17:10
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Brown, Fleming & Murray

Quarter salary to 30th June 1902

Expenses	£50	
----------	-----	--

20

70:

Wm Nicol & Co

21:1:8

Wm Boyd

14:1:

W. B. Sayers

13:0:4

John McQuat & Son

8:5:6

£373:9:

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Forward	£373:9:3
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Galbraith & Winton

4:8:2

David Hunter

3:0:4

James Wylie

2:8:5

Wm Tonner & Son

:3:7

Advertising

:10:6

Falkirk Iron Co

:2:6

Haywood Bros

:1:6

John Gordon

1:19:3

C. T. Bowie Fisher & Co

92:2:

£478:5:3

The following payments were confirmed.

Half years Interest on Bond	765:2:1
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Feu Duty	83:3:6
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C. T. Bowie Fisher & Co	267:
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Wm Tonner & Son	245:3:5
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Insurance	61:1:7
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Property Tax	<u>2:10:2</u>
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£1,424:0:9

[signed] James Howden

Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray C. A. Glasgow on Wednesday 30th July 1902 at 2.30 o'clock.

Present:- M^r Howden, M^r Cochrane, M^r Mackill, M^r Young

Attending:- M^r Murray for the Secretaries

176/ The Minute of the last meeting was read approved and signed.

The Draft Report and Accounts for the year to 30th June 1902 were submitted gone over and approved, and it was decided to recommend the payment of a dividend of 8% on the Ordinary shares. It was decided to hold the Shareholders meeting on Monday the 11th August 1902 at 12 o'clock noon.

The question of the settlement of the balance of Mess^{rs} P. & W. Anderson's contract including the bonus was again considered.- their further letter of 23rd June being read. The Secretaries were instructed to see M^r Anderson and to offer without prejudice £250 as against the bonus in addition to the balance of their Contract.

~~Account:~~

Mess^{rs} Salmon & Sons letter of 28th July asking for an early settlement of the balance of their fee as a payment to/

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account was submitted. The Secretaries reply thereto dated 28th July 1902 was read and its terms approved.

It was agreed to guarantee £10 towards the expenses of the opposition to the Glasgow Corporation Provisional (Housing) Order 1902.

178/ A Statement of Finance to 30th July was submitted showing funds in Bank amounting to £5039:19:2 and on hand to £16:18:3 against which there was outstanding accounts amounting to £239:6:2.

The following accounts were passed and cheques signed therefor

Wm Nicol & Co	£22:8:11
C. T. Bowie Fisher & Co	54:3:9
R. Waygood & Co	30:3:6
John Brown	7:2:5
Macnair & Macphail	4:19:6
John Gordon	4:14:
Donald Clerk & Co	3:9:10
Wallace & Connell	:8:1
Citizen Advertising	<u>:3:</u>
	<u>£127:13:"</u>

The following payment was confirmed

W. Dick plate Glass Insurance £4:15/-

A Deposit Receipt for £2460 was endorsed.

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. Glasgow on Monday 11th August 1902 at 11.30 o'clock.

Present:- M^r Howden, M^r Young, M^r Mackill, M^r Cochrane.

Attending:- M^r Murray for the Secretaries

179/ The procedure for the General Meeting was arranged.
 M^r Murray submitted a petition from the Tenants asking that Telegraph Messengers be allowed to have the use of the hoists, should there be other passengers going up at the same time. M^r Murray reported that the request had been granted. This was approved and confirmed.

180/ A cheque for the Dividend on the Ordinary Shares payable 12th August 1902 was signed.

Dividend of 8%	£1200
Income Tax	<u>71:3:7.</u>
	<u>£1,128:16:5</u>

A Deposit Receipt for £2400 was endorsed.
 [signed] James Howden Chairman

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Minute of the Sixth Annual General Meeting of Shareholders held in the office of Mess^{rs} Brown, Fleming & Murray C. A. 144 St Vincent Street Glasgow on Monday 11th August 1902.

Present:- In Person:- M^r Howden, M^r Young, M^r Cochrane, M^r Mackill, M^r Salmon
 By Proxy:- M^r Paul Rottenburg M^r Fritz Rottenburg, M^r John Kinloch, M^r T Scott Cree, M^r Robert Robin, M^r Robt Brownlee, M^r John Mitchell, M^r Jas Fleming, M^r Alan Burns, M^r R. C. Marshall, M^{rs} M. A. Cochrane, Miss L. M. Cochrane, Miss M. A. C. M. Cochrane, Miss Catherine Howden, Miss Isabella Howden.
 Attending:- M^r Murray for the Secretaries
 M^r Howden in the Chair.

181/ M^r Murray read the notice calling the meeting and the Auditors report.

182/ M^r Howden referred to a number of items in the Accounts and then moved that the Report and Accounts be adopted and that the balance of £2130:12:8 be applied as follows

1. In writing off Preliminary Expenses Account	£500	
2. In payment of a Dividend		
to/	500	2130:12:8

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	500:	2130:12:8
to the Ordinary Shareholders at the rate of 8 per cent	<u>1200</u>	<u>1700</u>
and that the balance of		£480:12:8

be carried forward.

183/ M^r Cochrane seconded the Motion which on being put to the meeting was carried unanimously

184/ On the Motion of the Chairman seconded by M^r Salmon, M^r Cochrane the retiring Director was reelected.

185/ On the Motion of M^r Salmon seconded by M^r Maskill., M^r Joseph Patrick C. A. was appointed Auditor for the ensuing year at a fee of £10:10/-

[signed] James Howden Chairman

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown Fleming & Murray C. A. Glasgow on Tuesday 14th October 1902 at 2 o'clock.

Present:- M^r Howden, M^r Young, M^r Cochrane

Attending:- M^r Murray for the Secretaries.

186/ The Minutes of the Meetings of Directors held on 30th July and 11th August 1902 also Minute of the Sixth Annual Meeting of Shareholders held on 11th August 1902 were read approved and signed.

The question of altering the date of the monthly meeting of Directors from the first Tuesday in each month was considered but delayed until all the Directors were present.

M^r Murray reported that he had not been able to settle with Mess^{rs} P & W Anderson in regard to the Bonus in terms of Minute of 30th July 1902.

M^r Murray reported that by paying for a minimum consumpt of 500,000 gallons of water per quarter the cost would be 2/- per 1000 gallons or £50 per 500,000 gallons or £50 per 500,000 and that he estimated the saving for the company would be between £35 and £40 per annum.

M^r Cochrane reported the result of an interview he had with Mess^{rs} Waygood representative/

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representative in London in regard to economising the water used in running the Lifts, and that he expected to receive further information from them. The Chairman stated that he had had in view, for some time, approaching the Water Engineer to get the charge reduced but owing to pressure of business, he had been prevented from doing so. He, however, hoped to do so prior to next meeting. Meantime the Secretaries were instructed to take steps to be put on the minimum basis of 500,000 gallons and get the immediate benefit of the estimated saving.

M^r Murray reported that Mess^{rs} James Salmon & Son had accepted £400 in full settlement of the balance of their fee as Architects of the Buildings

187/ A Statement of Finance was submitted showing funds amounting to £3293:6:3 and outstanding accounts to £165:16:2

The following accounts were passed and cheques signed therefor.

Wm Nicol & Co	£37:8:2
James Wylie	6:16:
Thomas Watson	2:4
R. O. Templeton & Sons	:2:
Prentice Service & Henderson	5: :
Glasgow Herald	11:9:
"Citizen"	4:6
W J& R Buchanan	1:1:
Brownlie & Robertson	<u>:5:3</u>
	£64:9:11

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	£64:9:11
Ocean Ins. Guar. Corp.	1:6:3
Brown Fleming & Murray	50:

Joseph Patrick
John Gordon

10:10:
 :11:10
£126:18:"

The following payments were confirmed

James Salmon & Son

£400:

Corporation Water

 59:19:5

28th May - 28th Aug 1902

£459:19:5

A Deposit Receipt for £800 was endorsed.

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in
the office of Mess^{rs} Brown Fleming &
Murray C. A. Glasgow on Tuesday 4th
Nov 1902 @ 2 o'clock.

Present:- M^r Howden, M^r Mackill & M^r Young.

Attending:- M^r Murray for the Secretaries.

A Letter of apology for absence from M^r Cochrane was read.

The Secretaries reported that the Chairman and M^r Young had had a meeting with M^r Anderson in regard to the Bonus claimed by him on his contract and after fully discussing the matter with him they had offered in full settlement the sum of £350, this however M^r Anderson could not see his way to accept and the matter was delayed to allow further time to consider the offer.

The Secretaries reported that they had had a call from M^r M. P. Douglas in regard to Mess^{rs} Stark & Gow the Tenants of one of the shops. M^r Douglas submitted the position of the firm showing that they were not doing well and stated that they were not doing well and stated that with the view of helping the firm to tide over their present difficulties he and a M^r Edie had agreed to help them financially. The Secretaries reported that subject to the approval of the Directors they had suggested the following arrangement which had been agreed to by M^r Douglas and M^r Eadie:

“That/

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“That the rent of the shop could be continued for 2 years from Whitsunday last at £200 per annum. M^r Douglas and M^r Eadie guaranteeing the rent.”

The Secretaries were authorised to confirm this arrangement.

188/ The Secretaries reported that they had let shop 65/67 Bothwell Street lately occupied by the Smith Premier Typewriter Co to Mess^{rs} Adams & Co the present Tenants of shop 41 Bothwell Street on the following terms:-

1. The Lease to be for 5½ years from Martinmas 1902 to Whitsunday 1905.
2. The Rent from Martinmas 1902 to Whitsunday 1906 to be at the rate of £150 per annum, and from Whitsunday 1906 to Whitsunday 1908 at the rate of £160 per annum.

This was confirmed.

189/ A Statement of Finance was submitted showing funds amounting to £3144:3:2, and outstanding accounts to £923:16:6.

The following accounts were passed for payment and cheques for same signed:-

Bannatyne Kirkwood France & Co

Bond Interest

761:14:5

	Mitchells Johnston & Co	
	Second. Bond Interest	40:13:5
	James Young	
	½ yrs Int. on £1500 @ 4% less tax	28:2:6
	James Fyfe	
	Blythwood Feu Duty	82:16:2
	Waygood & Otis Ltd	7:10:-
	E. Gossens Pope & Co	3:-:-
[signed]	James Howden Chariman	<u>£923:16:6</u>

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Minute of Meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray C. A. Glasgow on Tuesday 2nd December 1902 at 2 o'clock noon

Present:- M^r Howden, M^r Young, M^r Cochrane

Attending:- M^r Murray for the Secretaries

Minute 190/ P & W Anderson Bonus Rents
 The minute of the last meeting was read, approved and signed M^r Murray reported that he has had no further word from Mess^{rs} P. & W. Anderson in regard to the settlement of the question of the Bonus.

M^r Murray also reported that all the rents due at Martinmas last had been received with the exception of Mess^{rs} Stark & Gow's against whom there was a balance amounting to £40 outstanding.

Shop N^o 45 191/
 A letter was submitted dated 28th Nov 1902 which had been sent to Mess^{rs} Alex Dobbie & Son Ltd offering to lease them the shop, situated at N^o 45 Bothwell Street from 28th December 1902 to Whitsunday 1908 at an annual rental of £150, certain alterations to be carried out on the premises at the Companys expense:- This was approved of.

Statement of Finance 192/
 A Statement of Finance was submitted showing

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Funds

In Bank on Deposit Receipt	£5450
" " " Current Account	72:12:6
In hands of Secretaries	<u>29:19:3</u>
	£5552:11:9

Liabilities

Brown Fleming & Murray	
Quarter salary to 31 st Dec 02	<u>50:-</u>
	£5,502:11:9

Account The following account was passed and a cheque signed therefor:-

Brown, Fleming & Murray	
Quarter Salary to 31 st Dec '02	£50:-

[signed] J. K. Cochrane Chairman

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Minute of Meeting of Directors held in the
Office of Mess^{rs} Brown, Fleming & Murray C.
A. Glasgow on Monday, 5th January 1903 at 12
o'clock noon.

Present:- M^r Cochrane, M^r Young, M^r MacKill.

Attending:- M^r Murray for the Secretaries.
M^r Cochrane in the chair.

Minute 193/
Bothwell &
Hope Street
Properties The Minute of last meeting was read, approved and signed.
M^r MacKill stated that he had had submitted to him by M^r James Mackenzie, of
Mess^{rs} Wright Johnstone Mackenzie & Roxburgh, particulars of the property known
as Bothwell Buildings. M^r MacKill stated that he thought the site a valuable one and
that it would be worth while going into the matter to see what could be taken out of it
by the erection of a new building. After discussion it was arranged that M^r MacKill
and M^r Murray should consult an Architect and Measurer, on the understanding that
no fee would be payable unless the purchase was put through and the building
erected.

Letter from
M^r MacKill
re – Hoists -. A letter from M^r MacKill dated 29th December 1902 with regard to the conveyance of
tradesmen and others in the hoists, was submitted, and it was agreed that they
should be taken up as far as the hoists go.

Income Tax
on Directors
Fees. A letter from the Inland Revenue Authorities, dated 27th November 1902, with regard
to the Income Tax on Directors Fees, was submitted and it was agreed to pay tax
same and deduct it from the next
fees/

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fees payable to the Directors.

Statement of A Statement of Finance was submitted showing

Finance

Funds

194/

In Bank

On Deposit Receipt	£4050 " "
Current Account	<u>46.12.9</u>
	£4096.12.9

<u>In hands of Secretaries</u>	<u>3.5.5</u>	4099.18.2
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Liabilities

Mess ^{rs} C. T. Bowie Fisher & Co	£56:-:9
" Wm Nicol & Co.	27:1:3
M ^r Andrew Bryan	17:4:-
Mess ^{rs} John Struthers & Sons	15:15:9
M ^r Thomas Watson	11:13:-
Mess ^{rs} Stark & Gow	5:5:-
" Geo. Watson & Coy.	1:12:-
" Galbraith & Winton	1:6:-
" Brown, Fleming & Murray	<u>25: - : -</u>
	160-17-9
	<u>£3939:-:5</u>

Accounts

The following accounts were submitted and passed and cheques signed therefor.

Repairs &c - C. T. Bowie, Fisher & Coy.	£56:-:9
Wm Nicol & Co.	9:8:8
do Windows	9:7:-
do	5:3:9
do £27-1-3	3:1:10

John Struthers & Sons	10:4:-	
do	3:3:9	
do £15:15:9	2:8:-	
Andrew Bryan	17:4:-	
Thomas Watson	11:13:-	
Galbraith & Winton	1:6:-	
Donald Gluck & Son	<u>4:6</u>	129:5:3

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Accounts cont^d

	Brot forward	£129.5.3
Management of Stark & Gow	£5:5:-	
Building John Gordon	<u>12:2</u>	5:17:2
Advertising Glasgow Herald		<u>1:12:-</u>
		<u>£136:14:5</u>

The following payments were confirmed:-

Half years Dividend on Preference Shares to 31st Dec^r
1902 paid 1st January 1903

	£450:- -
Tax	<u>28:2:6</u>
	£421:7:6
Property Tax	344.15.-
Water Rate	34:19:-
Poor & School Rates	298.14.-
Police & County Rates	284.4.3
Corporation Water for Hoists (28 th Aug ^t /1902\ to 28 th Nov.)	<u>50.-:-</u>
	<u>£1434:9:9</u>
[signed] <u>J. K. Cochrane</u>	Chairman

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Minute of meeting of Directors held in the
Office of Mess^{rs} Brown, Fleming & Murray
C. A. Glasgow, on Thursday, 12th February 1903,
at Two o'clock P.M.

Present:- M^r Cochrane (Chairman), M^r Howden, M^r Young, M^r MacKill.

Attending:- M^r Murray, for the Secretaries.

Minute 195/ The minute of last meeting was read, confirmed and signed.

Bothwell and Street Property. M^r MacKill reported that he and M^r Murray had consulted M^r James Miller, Hope Architect, and M^r A. B. Dawkin, Measurer, who had prepared plans for a new building to cover the whole site, and also an estimated of the cost and probable rental. The estimated rental did not however show a sufficient return on the capital and he did not propose that anything further should be done in the matter, which was agreed to.

Letting A list of the premises was submitted .

Statement of Finance 196/ Funds A Statement of Finance was submitted showing:-

<u>In Bank</u> – On Deposit Receipt	£3800	-	-
Current Account	<u>76.</u>	<u>8.</u>	<u>4.</u>
	£3876	8.	4.
<u>In hands of Secretaries</u>		4.	6. 3876. 12. 10.
<u>Liabilities</u>			
Brown, Fleming & Murray - Expenses	£25	-	-

Corporation Electric Lighting Depar ^t	3.	7.	11				
Donald Clark & Son <u>Ltd.</u>	1.	15.	2				
John Struthers & Sons	2.	-	-				
John Purdon	<u>1</u>						
Forward	£ 33	3	1	3876	12	10	

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Brought forward	£ 33	3	1	3876	12	10	
Thomas Watson	3	6	-				
“Glasgow Herald”	2	4	-				
Assessments	2	12	2½	41	5	3½	
				£ 3835	7	6½	

Rain Coming in

It was reported that during the recent storms, the rain found its way in at the joints of the windows, much to the annoyance and discomfort of the tenants, some of whom had complained. The Secretaries reported the steps they were taking in regard thereto.

Accounts

The following accounts were submitted and passed and cheques signed therefor:-

Management, Corp ⁿ of Glas. Electricity Dep.							£3.7.11
Repairs, D. Clark & Son Ltd.		£1.15.2					
John Struthers & Sons.			2. .				
John Purdon		1. .					
Thomas Watson.		3.6.		8.1.2			
Advertising. “Glasgow Herald.”				2.4.			
Rates. Glasgow Assessments				2.12.2½			
Expenses Brown, Fleming & Murray.				25. .			
							£41.5.3½

The following payments were confirmed:-

Income Tax on Directors Fees							£24.15.10
Rates & Taxes – Cleansing Assessment							30.14.11
Arthur Kay							3.17.6
							<u>59.8.3</u>

Post Office Operations.

It was reported that the Post Office Authorities in the case of erecting their new premises in Bothwell Lane, had blocked the same behind the Company’s property, besides injuring the roadway and endangering the building. It was agreed to instruct Mess^{rs} Salmon & Son, and

Mess^{rs}/

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Mess^{rs} Anderson, Builder, to inspect the Company’s building, as at present, with a view to substantiating a claim should any damage be sustained.

[signed] James Howden
Chairman

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Minute of meeting of Directors held in the office of Mess^{rs} Brown, Fleming, & Murray C. A., on Tuesday, 3rd March 1903 at 2 o’clock P.M.

Present:- M^r Howden, M^r Cochrane, M^r MacKill.

Attending:- M^r Murray for the Secretaries.

An apology for absence was received from M^r Young.

Post Office Operations M^r Bannatyne was introduced to the meeting and fully explained the steps being taken in connection with the erection of the Post Office building, with a view of protecting our rights in the Lane and also of being in a position to substantiate a claim for compensation should the Post-Office operations in any way damage the Company's building.

Minute 197/ The minute of last meeting was read, confirmed and signed.

Rain coming in. M^r Murray reported that several complaints had been received from the tenants about the rain coming in at their window, and that he had had the windows examined, with the result, that as far as he could ascertain it was due to the putty or cement having been displaced from the leadwork put on by Mess^{rs} Wallace & Connell for having the whole of the leadwork repointed.

Statement of Finance A Statement of Finance was submitted showing:-

<u>Finance</u>	<u>Funds</u>		
198/	<u>In Bank</u>		
		On Deposit Receipt	£3800. .
		" Current Account	<u>67.7.1</u>
			£3867.7.1
	<u>In hands of Secretaries</u>	11.11.10	3878.18.11

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Funds brought forward. £3878.18.11

Liabilities

Brown, Fleming & Murray, ¼'s Salary	£50. .	
_____do_____ Expenses	40. .	
Corporation Electricity Depar ^t	2.7.9	
T. Watson	9.2.	
J. Purdon	1.5.	
Wm Nicol & Coy	14.10.11	
D. Hunter	10.7.4	
J. Struthers & Sons	5	
J. Gordon	1.7.6	
Waygood & Otis	<u>7.10.</u>	141.10.6
		£3737.8.5

Transfers 199/ Two transfers, of Fifty Ordinary Shares each, from William Connells' Trustees, to James Gray Connell and Thomas Gray Connell, were passed and new certificates, in favour of these gentlemen, were signed and sealed.

Accounts The following accounts were passed and cheques signed therefor:-

<u>Management</u>	Corp ⁿ Electricity Dep ^t	£2.7.9	
	J. Gordon 5/- 19/- 3/6	1.7.6	
	Waygood & Otis.	7.10.	11.5.3
<u>Expenses</u>	Brown, Fleming & Murray		40.5.3
<u>Salary</u>	_____do_____		50. .
<u>Repairs</u>	T. Watson	£9.2.	
	John Purdey	1.5.	
	Wm Nicol & Coy £1-6-	<u>13.4.11</u>	14.10.11
	D. Hunter	£1.3.9	
		3.4	
		2.3.	

	<u>6.17.3</u>	10.7.4
J. Struthers & Sons	5. .	40.5.3
[signed] James Howden Chairman		<u>£141.10.6</u>

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Minute of Meeting of Directors held in
office of Mess^{rs} Brown Fleming &
Murray C. A. on Tuesday 5th May 1903,
at 2 o'clock P. M.

Present:- M^r Howden, M^r Young, M^r MacKill, M^r Cochrane

Attending:- M^r Murray for the Secretaries.

200/ The minute of last meeting was read, approved & signed.

Minute A statement of Finance was submitted showing

Statement of Funds

Finance.

In Bank.

		On Deposit Receipt	£3700. .	
201/	<u>Less</u>	overdrawn on Current A/C	<u>25.11.2</u>	
			£3674.8.10	
		In hands of Secretaries	12.2.1	3686.10.11
	<u>Liabilities.</u>			
		Glasgow Window Cleaning Co	9.6	
		Prosperity Tax.	6.3	
		Thos Watson	3.15.10	
		James Duncan Ltd.	1.3.5.	
		John Gordon	1.11.2.	
		Hayward Bros & Eckstein	2.	
		Wm Nicol & Coy.	39.6.8	
		David Hunter	1.2.8	
		John McQuat & Coy	5. .	
		R. S. Newall & Son.	1.6.	
		MacFarlane Bros.	3.	
		Craig & Rose	5.6	
		John Ferguson & Sons	1.5.10	
		Waygood & Otis	7.10.	
		Corp ⁿ Electricity Dept.	<u>1.9.7</u>	
		<u>Forward.</u>	<u>£63.11.11.</u>	<u>3686.10.11</u>

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	Brought Forward	63.11.11	3686.10.11
	Bannatyne Kirkwood		
	France & Coy	761.14.5	
	Mitchell Johnstone & Coy	43.18.11	
	M ^r James Young.	28.4.8	
	John Fyfe Blythswood		
	Feuduty.	82.16.2	
	The Northern Assurance Coy.	61.1.7	<u>1041.7.8.</u>
			<u>£2645.3.3</u>

Post Office. M^r Murray reported the decision in favour of the Objectors by the Dean of Guild in regard to the closing of the lane by the Postal Authorities in connection with their new building in Waterloo Street.

Dobbie The application by Mess^{rs} Dobbie M^cInnes Ltd in regard to their sign which they
M^cInnes Ltd's wished to erect was considered & it was remitted to M^r Howden & M^r MacKill to see
Sign the figure and report to next meeting.

Accounts The following accounts were passed and cheques signed therefor.

<u>Charges.</u>	The Glasgow Window Cleaning Coy	2.	
	_____do_____do_____	<u>7.6</u>	9.6
<u>Rates.</u>	Property Tax.		6.3
	Thomas Watson.	3.15.10	
<u>Repairs.</u>	Jas Duncan Ltd.	1.3.5	
	John Gordon	1.11.2	
	Haywood Bros & Eckstein Ltd.	2.	
	William Nicol & Coy.	10.1.8	
	_____do_____	29.5.	
	David Hunter.	<u>1.2.8</u>	
	<u>Forward.</u>	<u>47.1.9.</u>	<u>15.9</u>

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	Brought Forward	47.1.9	15.9
	John M ^c Quat & Coy.	5.	
	R. S. Newall & Son.	1.6	
	MacFarlane Bros.	<u>2.</u>	52.5.3.
<u>Management.</u>	Craig & Rose.	5.6.	
	John Ferguson & Sons.	1.5.10	
	Waygood & Otis.	7.10.	
	Corp ⁿ of Glasgow Electric Dept.	1.9.7.	10.10.11
<u>Term Payments.</u>	Bannatyne Kirkwood France & Coy. ½ yrs		
	Int on £50,000@3¼% Less Tax.	761.14.5.	
	Mitchells Johnstone Coy 2 nd Bond		
	Interest	43.18.11.	
	James Young's Loan		
	£1500 at 4% 30.0.0		
	Less Tax 1.15.4		
	<u>24.4.8</u>	28.4.8	
	John Fyfe Blythswood Feuduty.	<u>82.16.2.</u>	916.14.2.
<u>Insurance.</u>	Northern Assurance Coy. £71.17.2.		
	Less Commission 10.15.7.		61.1.7.
<u>Expenses.</u>	Brown Fleming & Murray.		<u>10. .</u>
			<u>£1051.7.8.</u>

The following payments were confirmed.

Water A/c.	50. .	
Thos. K. Stewart	5. .	55. .

A Deposit Receipt for £1500 was endorsed.

[signed] James Howden Chairman

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Minute of meeting of Directors held in
the office of Mess^{rs} Brown, Fleming &

Murray, C. A. 144 St Vincent Street on
Tuesday 8th June 1903 at 2 o'clock.

Present:- M^r Howden & M^r MacKill.

Attending:- M^r Murray for the Secretaries.

An apology for absence was intimated from M^r Cochrane.

Minute. 202/ The minute of last meeting was read, approved and signed.

Instrument of A Statement of Finance was submitted showing:-

Finance. 203/ Funds

<u>In Bank</u>		
On Current A/c	£2340.14.2	
" Deposit Receipt	<u>3600. .</u>	
	5940.14.2	
<u>In hands of Secretaries</u>	44.16.2	5985.10.4

Liabilities

Glasgow Advertisers & Prop. Co.	£ 2.	
Evening Citizen	4.	
Alex ^r M ^c Lay	9.9.	
Brownlie & Robertson	5.3	
Ivie, Hair & Coy	13.11	
Donald Clerk & Son <u>Ltd.</u>	1.10.5	
John Struther & Sons	12.8	
Thomas Watson	22.2.2	
John Gordon	2.6.	
Andrew Bryan	32.13.9	
Wm Nicol & Coy.	114.15.2	
C. T. Bowie, Fisher & Coy.	105.12.6	
Water Depart ^t Glasgow Corp ⁿ	50. .	
<u>Forward</u>	<u>£340.6.10</u>	<u>5985.10.4</u>

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<u>Brought Forward</u>	<u>£340.6.10</u>	<u>5985.10.4</u>
Brown, Fleming & Murray, Salary.	50. .	
Directors Fees	£200. .	
<u>Less tax</u>	<u>188.5.8</u>	
<u>Less tax for period to 30th</u>		
June 1900.	<u>24.15.10</u>	163.9.10
Preference Dividend for the		
Half year to 30 th June	£450. .	
<u>Less tax</u>	<u>24.11.10</u>	<u>425.8.2</u>
		<u>979.4.10</u>
		<u>£5006.5.6</u>

Reference 204/The payment of the Dividend on the Preference Shares for the half-year to 30th June
Dividend 1903, payable on 1st July, was authorised.

Half-years dividend	£450. .	
<u>Less tax</u>	<u>24.11.10</u>	
		<u>£425.8.2</u>

Dobbie The Chairman reported that he had called at Mess^{rs} Dobbie, M^cInnes & Coy's Shop
M^cInnes & and examined the Figure which they wished to erect above their door.
Coy's Sign. No decision was come to.

Accounts The following accounts were passed and cheques signed therefor:-

<u>Advertising</u>		
Glas. Advertiser & Prop. Circular	£ .2.	
Evening Citizen	<u>.4.</u>	.6.
<u>Management of Building</u>		
Brownlie & Robertson	£ .5.3	
Water A/C	50. .	
Irie Stair & Coy.	<u>.13.11</u>	50.19.2
<u>Repairs</u>		
Donald Clerk & Son Ltd.	<u>£1.10.5</u>	
	<u>Forward £1.10.5</u>	<u>51.5.2</u>

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	<u>Brought Forward</u>		<u>£51.5.2</u>
<u>Repairs</u>	"	<u>£1.10.5</u>	
John Struthers & Sons		.12.8	
Thomas Watson	£21.15.3	22.2.2	
	<u>.6.11</u>		
John Gordon		.2.6	
Andrew Bryan	£17.15.9	32.13.9	
	<u>15.8.</u>		
Wm Nicol & Coy.	£ .12.2	114.15.2	
	<u>114.3.</u>		
C. T. Bowie, Fisher & Co.		105.12.6	279.12.8
<u>Salary</u>			
Brown, Fleming & Murray			
Quarter to 30 th June 1903		<u>50. .</u>	
			<u>£380.17.10</u>

P. & W. Anderson
Directors' Fees.

This matter was continued.

Directors fees amounting to £200, less tax, as follows, were passed and cheques signed therefor:-

Fees for year to 30 th June 1903	£200. .
<u>Less tax.</u>	<u>11.14.4</u>
	188.5.8
<u>Less tax for period up</u>	<u>24.15.10</u>
to 30 th June 1900.	
	<u>£163.9.10</u>

Deposit Receipt
M.H.&P.

A cheque was signed transferring £1400 to Deposit Receipt.
[signed] James Howden Chairman

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Minute of meeting of Directors held in the office of Mess^{rs} Brown, Fleming & Murray, C. A., 175 West George Street, Glasgow, on Tuesday, 28th July 1903 at Two o'clock.

Present:- M^r Howden, M^r Cochrane, M^r MacKill, M^r Young,

Attending:- M^r Murray for the Secretaries.

Minute. 205/ The Minute of last meeting was read, approved, & signed.

Statement of A Statement of Finance was submitted showing:-

Finance. 206/ Funds

In Bank

on Current Account £ 13.14.8
" Deposit Receipt £5000. .
5013.14.8

In hands of Secretaries 17.16.4 5031.11.

Liabilities

M. Campbell Duff & Son £370.9.
John Cochrane J^r 1311.3.6
Macnair & Macphail 7.7.
John Gordon 5.3
Jas. Combe & Son 24.16.1
Wm M^cGeoch & Co 2.4
Jas. Duncan Ltd 16.1
John Struthers & Sons 2.
Ebenezer Calder 1.17.6
A. Gardner & Son 1.4.
Falkirk Iron Co, 9.8
Wm Nicol & Coy 4.4.1
Craig & Rose 5.4

Forward £1723.12.10 5031.11.

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Brought forward £1723.12.10 5031.11.
Repayment of portion of
Temporary Loan due at this
date to M^r James Young 500. . 224.1.10

£2807.9.2

Report 207/ and Accounts The Secretaries reported that they had had the Accounts for the year to 30th June made up and that the Books were at present at the Auditors.

208/ They submitted the Balance Sheet and Revenue & Expenditures Account, as also a draft Report to the Shareholders. After consideration it was resolved, subject to the final audit, that the balance at the credit of Revenue (after providing for the Preference Dividend), of £2203:9:10 should be applied:-

£2203:9:10

1. In writing off Preliminary Expenses

Account £500.-.-

2. In payment of a Dividend to the Ordinary
Shareholders at the rate of 8 per cent. 1200.-.- 1700.-.-

and that the balance of
be carried forward. £503:9:10

Annual 200/ Meeting It was arranged to hold the Annual General Meeting of the Company on Friday, 7th August, at 12 o'clock therefor:-

Accounts The following accounts were passed and cheques signed therefor:

Buildings A/c

M. Campbell Duff & Son £370.9
John Cochrane Junr. 1307.18.11 1678.7.11

Hoist Expenses

Macnair & Macphail £7.17.

Forward £7.17. 1678.7.11

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	<u>Brought forward</u>	£1678.7.11
<u>Hoist Expenses.</u>	<u>Brought forward</u>	<u>£7.17.</u>
John Gordon	1.	
A Gardner & Son	1.4.	
Craig & Rose	<u>5.4</u>	9.7.4
<u>Repairs</u>		
John Gordon	£ .4.3	
James Combe & Son	22.14.1	
	<u>2.2.</u>	24.16.1
Wm M ^c Geoch & Co.	2.4	
James Duncan Ltd.	16.1	
John Struthers & Sons	2.	
Ebenezer Calder	1.17.6	
Falkirk Iron Coy.	9.8	
John Cochrane Jr.	3.14.7	
Wm Nichol & Coy.	1.7. <u>4.4.1</u>	
	11.3	36.6.7
	<u>2.5.10</u>	
<u>Management of Building, etc.</u>		
Brown Fleming & Murray		15.
<u>Temporary Loan.</u>		
Portion repayable to M ^r Young at this time		<u>500.</u>
		<u>£2239.1.10</u>

Deposit Receipts The following Deposit Receipts were endorsed:-
£2200 and £1400.

James Howden
Chairman

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Minute of Meeting of Directors held in
the office of Mess^{rs} Brown Fleming &
Murray C. A. 175 West George Street ,
on Friday 7th August 1903, at 11.30
oclock.

Present. M^r Howden, M^r Young and M^r Cochrane.

Attending M^r Murray for the Secretaries.

210/ An apology was read from M^r MacKill.
The procedure for the General meeting was arranged.

Ordinary Dividend. A cheque for the Dividend on the Ordinary Shares, payable 8th August 1903, was
Signed:-

211/	Dividend of 8%	£1200:-:-
	Income Tax	<u>70:5:9</u>
		<u>£1129:14:3</u>

Accounts The following accounts were passed and cheques signed therefor:-

<u>Hoist expenses</u>	
Waygood & Otis	7.10.-

Management of Building.

Water lavatory. £6:10:-
Caretaker _-:6:3. 6.16.3.
£14.6.3

Deposit Receipt A Deposit Receipt for £1400 was endorsed
[signed] James Howden
Chairman

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Minute of General Meeting of Shareholders held in the office of Mess^{rs} Brown, Fleming & Murray, C. A. 175 West George Street, Glasgow, on Friday, 7th August 1903, Twelve o'clock noon.

:10

Present. In person:- M^r Howden, M^r Cochrane, M^r Young.
By Proxy:- Mess^{rs} Claud A. Allan, Wm Clark, James Fleming, John Kinloch, Wm Law, Robert. C. Marshall, Jas Mackenzie, Neil M^cNish, John Mitchell, Robert Robin, Robert Brownlie, Fritz Rpttenburg, Alan Burns, M^{rs} L. U. Cochrane, Miss M. A. G.U. Cochrane.

Attending M^r Murray for the Secretaries.

212/ M^r Howden in the chair.

M^r Murray read the notice calling the meeting and the Auditors' Report.

Report & Accounts M^r Howden moved that the Report and accounts be adopted, and that the Balance of £2203:9:10

213/

be applied as follows:-

(1) In writing off Preliminary Expenses

Account £500:0:0

(2) In payment of Dividend to the Ordinary

Shareholders at the rate of 8 per cent 1200:0:0

1700:0:0

and that the balance of

£503:9:10

M^r Cochrane seconded the motion and on being sent to the meeting it was unanimously carried

on/

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Reelection of

Director

Reappointment

of Auditor

215/

On the motion of M^r Cochrane seconded by M^r Young, M^r Howden was reelected a Director.

On the motions of the Chairman seconded by M^r Cochrane, Mr Joseph Patrick C. A. was reappointed Auditor for the ensuing year at a fee of

£10:10:-

[signed] James Howden
Chairman

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Minute of Meeting of Directors held in the Office of Mess^{rs} Brown, Fleming & Murray, C. A. 175 West George Street, Glasgow on Tuesday 6th October 1903 at Two o'clock P. M.

Present. M^r Howden, M^r Cochrane, M^r Young, M^r MacKill
Attending M^r Murray for the Secretaries.
Minutes. The minutes of Directors held on 28th July and 7th August and of the General Meeting
 216/ of Shareholders also held on 7th August were read, approved, and signed.
Statement of A Statement of Finance was submitted showing:-
Finance. Funds.

In Bank

On Deposit Receipt. £1600. .
 " Current Account 84.5.9
 £1684.5.9

Less due to Secretaries. 5.5.10 1678.19.11

Liabilities.

Corpⁿ Electricity Dep^t £ 7.9.
 Ivie Hair & Coy. .15.7
 Corpⁿ Water Dept 51.3.
 Wm. Nicol & Coy 11.11.8
 John Struthers & Sons 4.17.2
 Falkirk Iron Coy. 5.
 A. G. Robertson 3.6
 Thos Watson 8.10
 A. MacLellan & Coy. 9.6
 St. Pancras Iron Coy. 2.6
 Jas Duncan Ltd. 9.3

Over £ 77.15. 1678.19.11

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Over £ 77.15. 1678.19.11

Brown Fleming & Murray 50. .
 Alexander McLay 9.9. 137.4
 £1541.15.11

Accounts The Following accounts were passed and cheques signed therefor:-
Management of Building.

Corpⁿ of Glasgow Electric Dep^t 7.9.
 Ivie Hair & Coy 13.11
 _____do_____ 1.8
 Corporation Water Depart. 51.3. 59.7.7

Repairs.

Wm Nicol & Coy £6
 2.19.4
2.12.4 11.11.8
 John Struthers & Son £3.10.1
 1.7.2 4.17.2
 Falkirk Iron Coy. 5.
 A. G. Robertson 3.6
 Thos Watson 8.10
 A. MacLellan & Coy. 9.6
 St Pancras Iron Works Coy. 2.6
 Jas Duncan Ltd. 9.3 18.7.5

Salary

Brown Fleming & Murray.

(Quater to 30 Sept 1903)	50. .
<u>Management of Building.</u>	
Brown Fleming & Murray	25. .
<u>Repairs</u>	
Alexander M ^c Lay.	<u>9.9.</u>
	<u>£162.4.</u>

Deposit Receipt. A. Deposit Receipt for £300 was endorsed.
[signed] J. R. Cochrane Chairman

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Minute of Meeting of Directors held on Tuesday
3rd Nov^r 1903 at 2 o'clock.

Present:- M^r Cochrane, M^r MacKill, & M^r Young.

Attending:- M^r Murray for the Secretaries.

218/ The minute of last meeting was read, approved and signed.
The Secretaries submitted a letter from Mess^{rs} P. & W. Anderson dated 28th October 1903 asking for payment of the balance of their account: The remit to M^r Howden and M^r Young as a committee was confirmed.

A letter from A. G. Howden dated 15th Sept offering, to repair the roof and chimney cans for £19 was submitted : The Secretaries were instructed to obtain another tender and to accept the lowest.

A claim by M^r Watt amounting to £29 for damage to papers etc through flooding, and loss of use of private room from noise caused by printing machines on the office above was submitted and the Secretaries were instructed to write him that the Directors repudiated liability.

The Secretaries submitted a letter from Mess^{rs} Bannatyne Kirkwood France & Co dated 8th October 1903, annexing copy Report to M^r Salmon and M^r Hogg on the Post Office Buildings.

219/ A Statement of Finance was submitted showing:-
Funds/

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<u>Funds</u>		
<u>In Bank</u>		
on Deposit Receipt	1450. .	
Current Account	<u>104.2.5</u>	
	1554.2.5	
<u>Less</u> due to Secretaries	<u>4.10.4</u>	1549.12.1
<u>Liabilities</u>		<u>1168.14.1</u>
		<u>380.18.</u>

The following accounts were passed and cheques for same signed:-

<u>Repairs</u>	
C. T. Bowie Fisher & Co	197.10.3
Thomas Watson	2.19.
Andrew Bryan	4.2.9
A & D Mackay	-.14.1
Wm Nicol & Co	-.2.9

Donald Clerk & Son Ltd	-5.6	
David Hunter	-7.6	
James Duncan Ltd	<u>4.2.4</u>	210.4.2
<u>Management of Building.</u>		
Corpn. Electric Depart	9.10.6	
Heaton Tait & Co	9.6	
M ^c Corqudale & Co Ltd	<u>-14.</u>	10.14.
<u>Hoist Expenses</u>		
Waygood & Otis Ltd	7.10.	
Edinburgh Roperie Co Ltd	-1.8	
Craig & Rose Ltd	-6.10	
Ocean Accident & Guar Corpn Ltd	<u>12.12.-</u>	20.10.6
<u>Term Payments</u>		
Bannatyne Kirkwood France & Co.		
Bond Interest	775.5.3	
Mitchells Johnston & Co		
Second Bond Interest	<u>44.14.6</u>	
forward	819.19.9	241.8.8
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forward	819.19.9	241.8.8
<u>Term Payments (cond)</u>		
James Young		
Interest on loan.	23.-.1	
James Fyfe		
Blythswood Feu duty	<u>84.5.7</u>	927.5.5
<u>Expenses of Management</u>		
Brown Fleming & Murray		<u>20.-.-</u>
		<u>£1188.14.1</u>

[signed] James Howden
Chairman