



REPORT  
WARRNAMBOOL  
HOSPITAL

AND

BENEVOLENT ASYLUM  
(INCORPORATED)

1882.

THE  
TWENTY-EIGHTH ANNUAL REPORT

OF THE  
COMMITTEE OF MANAGEMENT

OF THE  
WARRNAMBOOL HOSPITAL,

WITH  
LIST OF SUBSCRIPTIONS & DONATIONS FOR 1881.

"The quality of mercy is not strained;  
It droppeth as the gentle rain from heaven  
Upon the place beneath; it is twice blessed—  
It blesseth him that gives and him that takes."



WARRNAMBOOL:  
THOMAS SMITH, PRINTER, KEPLER STREET.

MDCCCLXXXII.



From 21st Jan. to 3rd Feb. ...	Messrs. E. J. Davis & R. F. Kennedy
" 4th Feb. to 3rd March ...	" J. G. Cramond & W. Bryant
" 4th March to 31st March...	" D. O'Mullane and W. O'Brien
" 1st April to 28th April ...	" W. Ardlie and J. Higgins
" 29th April to 26th May ...	" J. Mack and J. H. Atkinson
" 27th May to 30th June ...	" C. A. Cramer and J. Ward
" 1st July to 28th July ...	" E. J. Davis & R. F. Kennedy
" 29th July to 25th August...	" J. G. Cramond & W. Bryant
" 26th August to 22nd Sep. ...	" D. O'Mullane and W. O'Brien
" 23rd Sep. to 27th Oct. ...	" W. Ardlie and J. Higgins
" 28th Oct. to 24th Nov. ...	" J. Mack & J. H. Atkinson
" 25th Nov. to 22nd December "	" C. A. Cramer & J. Ward
" 23rd Decr. until new Visitors are appointed }	President and Vice-president

SUB-COMMITTEES.

FINANCE.

BUILDING.

Messrs. Cramond, Ardlie & Higgins | Messrs. Cramond, Cramer & Davis

GROUNDS.

Messrs. Harris, Chomley, and Bryant.

FEVER WARD.

Messrs. Cramer, Bryant and Atkinson.

The President is an *ex officio* Member of all Committees.

ORDINARY MEETINGS OF COMMITTEE.

3rd February, at Eight o'clock	28th July, at Eight o'clock
3rd March "	25th August "
31st March "	22nd September "
28th April "	27th October "
26th May "	24th November "
30th June "	22nd December "

Finance Committee will meet half an hour before each Monthly Meeting

N.B.—Emergency Cases may be received into Hospital at any time without Ticket.

Ordinary Patients must be recommended by two contributors, and considered fit subjects by Medical Officer, or in his absence by Honorary Medical Officers. They must also obtain a ticket signed by the Visitors for the month before they can be admitted.

Paying Patients can be admitted on order signed by the Visitors for the month.

PROCEEDINGS OF ANNUAL MEETING.

The Annual Meeting of Life Governors and Contributors of the Warrnambool Hospital and Benevolent Asylum was held on the 12th January, 1882, at the Town Hall, Mr. T. King in the chair.

The Committee's annual report, medical officer's report, together with the balance sheets, were read and adopted.

The President, vice president, and honorary treasurer for the ensuing year were elected, and the ordinary vacancies in the town and country committees filled up.

Honorary medical officers and auditors were also elected.

Votes of thanks to the honorary officers of the institution were carried unanimously.

REPORT.

To the Life Governors, Subscribers, and Contributors to the Warrnambool Hospital and Benevolent Asylum.

LADIES AND GENTLEMEN—The Committee of the Warrnambool Hospital and Benevolent Asylum in laying their Annual Report for the year 1881 before you, are pleased to be able to state that the amount received as Subscriptions and Donations for the year has come fully up to their expectations; and shows that the public still take a deep interest in the welfare of the Institution.

The Committee have, during the year, painted and cleansed the outside of the Buildings; and have it in contemplation, at an early date, to thoroughly cleanse the inside—a work very much needed.

The Committee are gratified to state that the collections from Hospital Saturday and Sunday, 1881, show an increase over the amount received from the same source for the previous year.



The Committee have, during the past year taken over the Fever Ward from the Shire and Borough Councils, those bodies having agreed to make an annual allowance to the Institution, of £100 and £75, respectively; as well as to contribute towards some urgent additions required to the Building.

The Committee regret that the efforts of the Philharmonic Society to give a Concert in aid of the funds of the Institution proved unsuccessful.

During the year 12 ordinary meetings of the Committee were held, and the attendance of members was as follows:—

King, T., President	...	...	12 Meetings
Harris, R. S., Vice-president	...	...	10 "
Ardlie, W.	...	...	9 "
Atkinson, J. H., (elected 2nd September, 1881.)	...	...	2 "
Bryant, W.	...	...	11 "
Burden, G. S. M.	...	...	8 "
Cramer C. A.	...	...	11 "
Cramond, J. G.	...	...	11 "
Davis, E. J.	...	...	10 "
Hider J., (resigned 5th Aug. 1881)	...	...	7 "
Higgins, J.	...	...	10 "
Kennedy, R. F. (elected 10th June 1881)	...	...	6 "
Mack, J.	...	...	7 "
O'Brien, W.	...	...	6 "
O'Mullane, D.	...	...	10 "

The Committee desire to specially acknowledge, with thanks, the services of the Honorary Officers of the Institution, viz., Mr. H. B. Chomley, Treasurer; Doctors Fleetwood and Owen, Medical officers; and Messrs R. B. Paterson and F. J. Hickling, Auditors.

The Committee would record the fact that during the past year the duties of Surgeon, Secretary, and Master and Matron have been satisfactorily performed.

THOMAS KING, President.

Warrnambool, 12th January, 1882.

## MEDICAL OFFICER'S REPORT.

During the year 1881, 86 patients were admitted into the Institution—67 males and 19 females. There were remaining at the end of last year 30, making a total of 116 as against 114 for the corresponding period of 1880.

8 out-door patients were attended to, being 22 less than of last year. 12 accident cases were admitted, including 6 fractures—3 of the leg, 2 of the thigh, and one of the ribs; one laceration of hand and arm; one severe burn of the back and arm; one concussion of spinal marrow; one injury of the chest from falling off the jetty; two dislocations—one of the knee, and one of the ankle, all terminating favourably.

Denominations—Church of England, 48; Roman Catholic, 43; Wesleyan, 4; Presbyterian, 17; Baptist, 3; no religion, 1—Total 116.

## LIFE GOVERNORS.

Mrs. John Allan ✓	Mrs. T. King ✓
Mrs. Breton	Mrs. A. B. Mackay ✓
Mrs. Browne ✓	Miss McDougall
Mrs. Corney ✓	Mrs. Martin ✓
Mrs. Cramond ✓	Mrs. Oswald
Mrs. Darbyshire	Mrs. Parker
Mrs. Denney	Mrs. Singleton
Mrs. Dooley ✓	Mrs. Slattery
Mrs. James Granter ✓	Mrs. Slous
Mrs. Harrington ✓	Mrs. Tierney
Mrs. Robert Hood ✓	Mrs. C. Trangmar ✓
Mrs. Jukes ✓	

Mr. W. Bateman	
— J. A. Bromfield ✓	
— T. L. Campbell ✓	
— P. Conrick ✓	
— P. Dallimore ✓	
— W. Fairfax	
The Hon. J. G. Francis, M. L. A.	
Mr. Jas. Granter ✓	
— J. Harvey ✓	
— J. Jones ✓	
— A. Kerr ✓	
— Thos. King	
— A. Mackenzie	
— J. W. Manifold	
— Samuel Nettleton ✓	
— T. M'L. Palmer ✓	
— T. Shaw ✓	
— F. P. Stevens	
— J. J. Villiers ✓	
— Joseph Ware ✓	
— Sydney Watson ✓	

MAINTENANCE FUND—RECEIPTS AND EXPENDITURE FROM 1st JANUARY TO 31st DECEMBER, 1881.

Receipts.		Expenditure.	
Balance last Audit	630 3 4	Repairs	33 5 0
Government Grant	600 0 0	Supervision	285 5 0
Hospital Saturday	1 0	Wages	90 0 0
"    Sunday	181 2 9—209 3 9	Commission	37 16 7
Subscriptions & Donations	425 7 3	Outdoor Relief	156 6 10
Paying Patients	8 15 0	Funerals	10 8 0
Sales of Livestock, &c.	30 15 10—1274 1 10	Printing, Advertising, &c.	22 14 4
		Fuel and Light	94 3 0
		Bedding, Clothing and Drapery	46 9 8
		Medicines	41 4 6
		Medical Comforts	7 5 0
		Provisions—Bread	£83 18 3
		Meat	109 17 0
		Groceries	145 6 7
		Potatoes	12 15 6—351 17 4
		Live Stock	3 5 0
		Sundries	57 1 8—1287 1 11
		Hospital Saturday and Sunday	
		Col. transferred to Building Fund	209 3 9
		Balance per Bank Book	453 19 6
		Cash in hand	4 0 0—457 19 6
	£1,904 5 2		£1,904 5 2

Audited and found correct,  
10th January, 1882.

R. B. PATERSON, } Auditors.  
F. J. HICKLING, }

JOHN CLEVERDON, Secretary.

BUILDING FUND—RECEIPTS AND EXPENDITURE FROM 1st JANUARY TO 31st DECEMBER, 1881.

Receipts.		Expenditure.	
Hospital Saturday and Sunday Collections		Balance per last Audit	245 12 7
transferred from Maintenance Fund	209 3 9	Additions	99 14 1
Balance per Bank Book	136 2 11		
	£345 6 8		£345 6 8

Audited and found correct,  
10th January, 1882.

R. B. PATERSON, } Auditors.  
F. J. HICKLING, }

JOHN CLEVERDON, Secretary.







R. J. Wilson's employees	1	6	6
Hickford Bros. do.	...	0	13 0
Officers & crew s s Julia			
Percy	...	5	3 0
Do., S. S. Nelson...	...	4	13 0
A. S. Brown (list)	...	0	12 6
Mrs. Heath ..	...	0	2 0

## HOSPITAL SUNDAY, 1881.

## PRESBYTERIAN CHURCH.

St. John's Warrnambool	23	0	0
Terang ..	...	14	15 3
Mortlake ...	...	5	19 0
Garvoc ...	...	5	2 6
Woodford ...	...	4	3 3
Hexham ...	...	2	15 0
Caramut ...	...	2	10 0
Grasmere ...	...	2	3 6
Koroit (half collection)	2	2	5
Ellerslie ..	...	2	0 0
Woolsthorpe ...	...	1	9 0
Purnim ...	...	1	3 4
Framlingham...	...	1	0 0
Wangoom ...	...	0	13 4

## ROMAN CATHOLIC CHURCHES.

St. Joseph's, Warrnambool	..	40	4 1
Ballangeich ..	..	2	2 0

## CHURCH OF ENGLAND.

Christ Church, Warrnambool	...	21	12 1
Woodford ...	...	3	8 10
Panmure ...	...	2	16 3
Caramut ...	...	2	10 0
Mortlake and Kolora	2	1	6
Koroit (half collection)	1	19	3
Allansford ...	...	1	4 10
Hexham ...	...	0	16 6
Winslow ..	...	0	7 0

## WESLEYAN CHURCH.

Warrnambool	...	6	0 0
Mortlake ...	...	3	14 0
Camperdown ...	...	1	15 0
Wangoom ...	...	1	14 6
Bennington	...	1	9 9
Tallangatta ..	...	1	2 10
Terang ...	...	1	0 0
Allansford ...	...	0	12 0

## CONGREGATIONAL CHURCH.

Warrnambool	...	7	0 0
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## BAPTIST CHURCH.

Warrnambool	...	5	0 0
Koroit	...	1	0 0

Church at Cudgee ..	1	9	6
Gospel Hall, Mepunga	1	4	3
Two Nirranda Children	0	2	0

Hyland, John ...	...	1	1 0
Hyland, J., (Garvoc)	1	1	0
Irvine & Hamilton	...	2	2 0
Jacob, R. ...	...	1	1 0
Jamieson, W. W.	...	2	2 0
Jellie & St. Quintin	...	3	3 0
Jenkins, A. ...	...	1	1 0
Jenkins, Jenkin	...	1	0 0
Jewell, W. H. M.	...	1	1 0
Johnson, Robt.	...	1	1 0
Johnstone, W. W.	...	1	0 0
Jones, F. ...	...	0	5 0
Jones, Wm. ...	...	1	1 0
Kennedy, R. F.	...	1	1 0
Kerr, A. ...	...	2	2 0
Kerr, T. ...	...	4	0 9
King, T. ...	...	1	0 0
Kruger, J. C A ...	...	1	1 0
Kucks, W. ...	...	1	1 0
Lane, R. ...	...	1	1 0
Laurie, H. ...	...	1	1 0
Lee, John, (per D. O'Mullane)	...	1	1 0
Lee, John, jun. ...	...	1	0 0
Lees, Lees ...	...	1	0 0

Lindsay, W., (Quamby), collected by—Self, £5;			
G. Watson, 20s; C. McGillivray, R. Campbell, E. Holder, G. Roberts, D. Cameron, J. Oliver, jun., W. Conn, J. Oliver and C. Holder, 5s each; S. Simper, J. McSwan, J. Nield, A. McLaren, P. Fitzgerald, J. Snell, R. O'Neill, R. Young, W. Beard, J. Harrison, J. Hardy, H. Ross, C. O'Donnell, J. Carolan, M. O'Brien, J. Quinn, T. Salt, R. McLaren and R. Hamilton, 2s 6d each	...	10	12 6

Lumsden, A. (Fines—Crisp & Joyce	...	0	5 0
Lumsden Bros.	...	1	1 0
Mack, J. ...	...	1	1 0
Manifold, J. W. (Carra-koorte)	...	5	0 0
Marfell, J. ...	...	0	10 6
Mason, J. ...	...	1	1 0
Midgley, W. ...	...	1	1 0
Miller, W. ...	...	1	0 0
Mohnsen, J. C. ...	...	0	10 6
Montgomery, T. (Mortlake)	2	0	0
Muff Cricket Match, proceeds of	...	3	10 0
Murray, H. ...	...	1	1 0
Murray, James ..	...	2	0 0
Murray, Mrs. James	2	0	0
McCullough, T. ...	...	1	1 0
McGann, Constable—(Witnesses' Expenses)	0	8	0
McKay, G. G. ...	...	1	1 0
McKenzie, R. ...	...	1	0 0
McKinney, W. ...	...	1	1 0
McMeekin, J. P. ...	...	1	1 0
Napthine, R. W. ..	...	1	1 0
Nayler, T. ...	...	1	1 0
Nettleton, S. ...	...	0	5 0
Newcombe, E. P. ...	...	1	1 0
Nicol, J. J. ...	...	1	0 0
Ogilby, L. ...	...	1	1 0
Owen, Dr. ...	...	1	1 0
O'Brien, W. ...	...	1	1 0
O'Connell, H. F. ...	...	1	1 0
O'Mullane, D. ...	...	1	0 0
Palmer, T. McL. ...	...	2	2 0
Parkinson, H. ...	...	1	0 0

Ditto, collected by—J. Lynch, B. Murphy, J. McLaren, J. Johnstone, W. & J. Owens, Frank Toal and A. Bonnett, 5s each.	...	1	15 0
Paterson & Co. ...	...	2	2 0
Phillips, H. (Bryan O'Lynn ...	...	1	1 0
Phillips, H. ...	...	0	10 0
Ponting, James	...	1	0 0
Powell, G. ...	...	1	0 0
Purcell, A. ...	...	1	1 0
Quiney, T. (Mortlake) collected by—A. Dennis, jun., (Eyeuk), & Wm. Brumley, 21s. each; G. S. Fitzgerald 20s; F. Macdonald, W. Whitson and H. Doyle	...		

2s 6d each; S. Macdonald, 2s	...	3	11 6
Rainey, J. ...	...	1	0 0
Raw, W. ...	...	1	0 0
Redford & Co	...	3	3 0
Riordan, J. ...	...	1	1 0
Riordan, M. ...	...	0	4 0
Rogers & Worland	...	1	1 0
Roife, G. ...	...	2	2 0
Rowley, J. S. ...	...	1	1 0
Russell, S. G. ...	...	1	1 0
Rutledge Bros. ...	...	2	2 0
Ditto, collected by—Selves, 42s; Men, 22s 6d	3	4	6
Rutledge, R. ...	...	1	1 0
Sadler, Jas., (Garvoc)	2	4	0
Scown, W. H. ...	...	1	1 0
Sears, T. H. ...	...	1	1 0
Sheldrick & Co.,	...	2	2 0
Shire Councils—Warrnambool, ..	25	0	0
Hampden ...	10	0	0
Mortlake ..	10	0	0
Simpson, W. ...	1	1	0
Simson, Hon. Robt., M.L.C	...	2	2 0
Skilbeck, R. ...	...	1	0 0
Slattery, Dean	...	1	1 0
Smith Bros. ...	...	1	1 0
Smith, T. ...	...	1	1 0
Stanley, J. S. ...	...	1	1 0
Stephens Bros. ...	...	1	1 0
Stevens, F. P. ...	...	2	2 0
Stewart, A. ...	...	1	1 0
Stewart, A. (State School Inspector	...	1	1 0
St. John's Lodge	...	2	2 0
Swan, D. ...	...	1	1 0
Tai, Ah. (per P. Dallimore)	2	6	
Taylor, John	...	2	2 0
Thomas, R. P. ...	...	1	0 0
Threlfall, G. ...	...	1	1 0
Thwaites, Mr. ...	...	1	1 0
Thwaites, J. A. ...	...	1	0 0
Toohy, J., M.L.A.	...	1	1 0
Tozer, F. ...	...	1	0 0
Trew, T. ...	...	1	0 0
Trigg, W. ...	...	1	0 0
Twinem, R....	...	1	1 0
Urquhart, A. & R. ...	...	1	1 0
"Viator," ..	...	5	0 0
Wainwright, S. J. ...	...	1	0 0
Ward, J. ...	...	1	1 0
Warrell, G. ...	...	0	10 6
Watson & Tyler	...	2	2 0
Wheeler, F. ...	...	1	1 0



Whitehead Bros., (Goodwood) collected by—  
Selves, 42s; A. Dawson, 21s; P. Keating, A. Carmichael, F. Stokes, Jane Irving, T. Sims, Martha Watson and J. Adamson, 5s ea; M. Paton, Esther Bence, J. McKinney, R. McClure, J. Hamilton, J. Hudson, D.

Edwards, E. Stokes, and T. Hamilton, 2s 6d each ... ..	6 0 6
Williams, D. ... ..	1 0 0
Willock, W. H. ... ..	1 1 0
Wilson, G. J. ... ..	1 1 0
Wilson, R. J. ... ..	0 10 0
Wilson, Sir Samuel ... ..	5 0 0
Wood, G. .. ..	1 1 0
Yeoman, F. ... ..	1 0 0



## AN ACT FOR HOSPITALS AND CHARITABLE INSTITUTIONS.

Whereas it is expedient to provide for the good government of Hospitals and other charitable institutions: Be it therefore enacted by the Queen's Most Excellent Majesty by and with the advice and consent of the Legislative Council and Legislative Assembly of Victoria in this present Parliament assembled and by the authority of the same as follows—

### Hospitals and Charitable Institutions defined.

1. Any institution established for the cure of disease or for the relief of diseased aged incurable or destitute persons, and supported in whole or in part by the voluntary contributions of not less than fifty persons each of whom shall have paid not less than one pound per annum or twenty pounds in one donation may be incorporated as hereinafter mentioned and all persons who shall have paid as aforesaid shall be deemed contributors within the meaning of this Act.

### They may be incorporated.

2. It shall be lawful for the Governor in Council on the receipt of a petition signed by not less than twenty-five of the said persons praying that such institution may be incorporated to cause the substance or prayer of such petition to be published in the *Government Gazette* and (if no counter petition be signed by an equal or greater number of such persons shall have been delivered at the office of Chief Secretary within one month after the date of such publication) the Governor in Council may declare the contributors for the time being to such institution to be and they shall thereupon become and continue a body politic and corporate by the style and title named in the Order in council and shall have perpetual succession and a common seal.

### Incorporation to be valid.

3. After such Order in Council as aforesaid all previous and preliminary steps and proceedings as hereinbefore required shall be deemed to have been duly and properly taken and no objection whatsoever shall be taken to the incorporation of such contributors but they shall under all circumstances be deemed to be duly and legally incorporated within the meaning of this Act whether it shall have been complied with or not.

### Hospitals, &c., to be governed by Committee.

4. Every such incorporated institution as aforesaid shall be governed by a committee of not less than seven members to be



electd by the contributors for the time being to such institution and such committee or any four of them shall have and exercise all the powers and authorities by this Act vested in the corporation and one fourth part of such committee or such fractional part as shall be nearest to one fourth part but no more may be honorary medical men on the staff of such institution and the president, vice-presidents and treasurer of every such institution shall by virtue of their respective offices be members of such committee.

Meeting of contributors to decide the number of and to elect committee and medical staff.

5. After such incorporation as aforesaid it shall be lawful for any ten or more contributors who shall have signed the said petition for incorporation to convene a public meeting of the contributors to such institution (by advertisement in some newspaper published in the neighborhood of such institution or if there shall be no newspaper published in such neighborhood then in some newspaper circulating therein at least one week previous to such meeting) for the following purposes that is to say—

1. For deciding on the number of committee of such institution and for electing the same.
2. For deciding the number of honorary medical officers and for electing the same.

#### Proceedings at such meeting.

6. Every such meeting shall choose its own chairman who shall have a vote only in the event of there being an equality of votes and every question submitted to such meeting shall be decided by a majority of the votes of contributors then present and until such election shall have been made the management of every such institution shall vest in and be carried on by the governing body which shall have previously administered its affairs and all officers of such institution shall continue in office.

#### Bye-laws

7. It shall be competent for the corporation of any such institution to make bye-laws for the regulation of its own proceedings for fixing the number of votes of contributors in proportion to the amount of their contributions for determining the validity of disputed elections and for conducting such elections and generally for all matters whatsoever affecting the management of the institution not inconsistent with the laws of this colony but no such bye-laws shall be of any force or effect until one month after the same shall have been confirmed by a general meeting of contributors specially convened for that purpose and published in the *Government Gazette* provided that no such bye-laws shall enable any contributor to exercise more than three votes.

#### Disallowance of Bye-laws.

8. The Governor in Council may at any time revoke any such bye-law and every order by which any such bye-law shall be revoked shall be published in the *Government Gazette* and shall take effect from the time of such publications.

Legality of Bye-Laws may be tried in a summary way.

9. If any contributor to the support of any such incorporated institution as aforesaid shall desire to dispute the validity of any such bye-law and shall pay into the Supreme Court the sum of fifteen pounds as security for the costs of the proceedings herein after mentioned it shall be lawful for such contributor to apply to the said court upon an affidavit of the facts for a rule calling upon the corporation to show cause why such bye-law should not be quashed for the illegality thereof and the said court may make the same absolute or discharge it with or without payment of costs as to the court shall seem meet.

Property of institution to be vested in body corporate.

10. All real and personal estate held by any person in trust for any institution at the time of the incorporation thereof under the provisions of this act shall be and the same is hereby transferred to and vested in such incorporated institution.

Retirement of Committeemen.

11. On the second Thursday in the month of January in every year one third part of the elected members of the committee shall go out of office (but may nevertheless be re-elected) and the persons who shall go out of office shall be those who have been the longest in office without re-election or where two or more shall have been in office for the same length of time then those who shall go out of office shall be determined by lot.

Vacancies how filled.

12. If any member of the committee shall die or resign by letter under his hand addressed to the chairman of the committee or become insolvent or compound with his creditors or be convicted of any treason felony or misdemeanour or be absent for four consecutive meetings from the committee his office shall become vacant and the remaining members of the committee may declare his office vacant and temporarily appoint thereto some contributor to such institution until the next annual meeting for the election of the committee when the person thus temporarily appointed shall retire as one of those who by the provisions of this Act are required to go out of office.

Notices to Contributors may be sent by post to registered address 14 and 15 Vict. c. 56 s. 2.

13. All notices to any officer or member of or contributor to any present or future charitable institution whether incorporated or



not which by charter statutes laws or rules (as the case may be) of such institution for the time being are or shall be required to be given may be served by the same being transmitted through the post directed according to an address in this colony (to be left for that purpose by such officer member or contributor in writing under his hand at the chief establishment of such institution) in such time as to admit of their delivery in the due course of post at or before such period (if any) as is or shall be described by the charter statutes laws or rules (as the case may be) for the time being of such institution for the giving of such notices.

**Proof of Service, Ib. s 2.**

14. In proving such service as aforesaid it shall be sufficient to prove that such notice was so directed as aforesaid and put into a general post office in such time as aforesaid but so nevertheless that nothing in this Act contained shall be held to render invalid any personal service of any notice or to render necessary to the effectual service of any notice any further act matter or thing than would have been required for the service thereof by the charter statutes laws or rules for the time being of the institution which the same shall concern if this Act had not been passed.

**Notice to certain contributors to be unnecessary.**

15. No notice of any intended court board meeting or election shall be required to be served either by post or otherwise on any officer or member of or contributor to any such institution as last aforesaid who shall not have left an address in the manner at the place and for the purpose hereinbefore mentioned anything in any such charter statutes laws or rules to the contrary notwithstanding.

**Existing Acts Inapplicable.**

16. The several Acts mentioned in the Schedule to this Act shall not extend or apply to or in any manner affect any institution incorporated under this Act or any of the officers or servants of the same or any of the contributors thereto.

**THE SCHEDULE.**

**THE SCHEDULE.**

Date of Act.	Title of Act.
11 Vict. No. 59.	"An Act to enable certain public hospitals to sue and be sued in the name of their Treasurer and to provide for the taking and holding of Real Property belonging to such hospitals respectively."
13 Vict. No 20.	"An Act to amend an act intituled 'An Act to enable certain Public Hospitals to sue and be sued in the name of their Treasurer and to provide for the taking and holding of Real property belonging to such Hospitals respectively.'"
24 Vict. No. 116	"An Act to amend an Act intituled 'An Act to amend an Act intituled 'An Act to enable certain public Hospitals to sue and be sued in the name of their Treasurer and to provide for the taking and holding of Real Property belonging to such Hospitals respectively.'"

JUNE 2ND, 1862.



## BYE-LAWS.

1. That the building be used both for the purposes of an hospital and benevolent asylum.

2. That the objects of the hospital be to afford medical and surgical aid to poor persons requiring it ; for a limited number of paying patients ; and for casualties ; but that no person who shall meet with casualties, and shall be found able to pay for surgical aid, shall receive further than temporary gratuitous assistance. That the object of the benevolent asylum be the reception and relief of the aged, infirm, disabled and destitute, of all creeds and nations, with a view to afford them consolation and assistance, and also to give temporary out-door relief in cases of emergency as required.

3. Every donor of £20 and upwards not being a paid collector shall be a life governor and every person who shall subscribe £10 10s. or upwards, and raise by one or more collections in the same year, a further sum of £10 10s. or upwards, from persons not entitled to vote at the general meetings of contributors ; and the executors first named in any will proving the same, and paying to the institution a bequest of fifty pounds or upwards, under the said will, shall be a life governor, or any other person, for special services rendered may be so elected by the committee.

4. Every subscriber of £1 annually shall be an annual contributor, with liberty of having patients admitted as follows :— Annual contributor of £1 to have one in-patients and three out-patients' tickets ; of £2, two in-patients' and four out-patients' ; of £3, three in-patients and six out-patients' ; of £5, and so on up to £20, one in-patient's and two out-patients' tickets for every additional £1. Recommendations for admission to be subject to the approval of the visiting committee, and to be made by tickets only to be issued by the secretary to contributors at the time of their becoming such, and provided that whenever any recommendation cannot be acceded to, from want of room, or other cause appearing to the committee, the tickets used in such recommendation shall be reclaimable by the contributors issuing the same ; contributors shall also have the privilege at any time on application to the secretary, of exchanging out-patients' tickets for in-patients', and *vice-versa*—one in-patient's ticket being equivalent to three out-patients'. These tickets shall only be used for the recommendation of persons unable to pay for medical attendance,

and shall only be available till the 31st January in the year after that in which they are issued.

5. That the annual subscriptions must be paid in advance for the current year, such year to be computed from the first day of January in each year and no contributor entitled to any privilege until the subscription be paid.

## Powers and duties of Contributors.

7. There shall be on the second Thursday in the month of January in every year a general meeting of the life governors and contributors of the institution, of which ten shall form a quorum, to be held at such place as the general committee shall appoint, of which meeting fourteen days previous notice shall be given in one or more of the local papers, to receive the report and balance sheet of the committee of management, to elect by ballot a president, vice-president, treasurer, two honorary medical officers, two auditors, and one-third members of the committee for ensuing year. No member shall be eligible unless his name and consent has been sent to the secretary three clear days previously.

## Committee of Management.

7. The committee of management shall consist of twenty-four annual contributors twelve of whom shall reside in the out lying district, but are not required to attend meetings of committee but to enquire into any cases requiring relief, and send with applicant a report to the president and visitors who will see that the case receives consideration. The president, vice-president and treasurer of the Warrnambool Hospital and Benevolent Asylum, mayor of borough, mayor of Koroit, presidents of shires of Warrnambool, Mortlake and Camperdown, shall be members of committee in virtue of their respective offices.

8. The general committee shall have power to fix the salaries of all paid officers, and shall have power to discharge them.

9. Should any vacancies occur in the committee of management or honorary medical officers, the committee shall at the next monthly meeting supply such vacancies for the remainder of the year.

## Special Meetings of Subscribers.

10. It shall be competent at any time for the committee of management, at which at least four members shall be present, or for nine or more contributors by a writing under their hands to require the president to summon, at the expiration of fourteen days a special meeting of life governors and contributors, the occasion of calling such meeting being stated in such requisition ; and no business shall be transacted at such special meeting, except that for which it shall have been summoned. Every such meeting to be called by the secretary by advertisement in one of the public news-



papers published in Warrnambool, within one week after such requisition be received. Ten contributors shall be necessary to form a general or special meeting.

11. That all meetings of contributors be called by the secretary by advertisement, in one of the newspapers published in Warrnambool, at least one week before the day of meeting.

12. In the event of any vacancy in the office of president, vice-president, treasurer or auditors, the election of a successor shall take place at a special meeting of subscribers, to be convened by the committee of management.

#### Plurality of votes.

13. All contributors of the sum of one pound shall be entitled to one vote; of three pounds to two votes; of five pounds and upwards to three votes, at all general meetings of subscribers held in the year for which their subscription is paid.

#### Duties of Visiting Committee.

14. The general committee shall appoint two visitors from their number every month, whose duties shall be: to visit the Asylum at least once a week—to investigate any case of distress and to afford temporary relief—to admit into the institution fitting subjects—to see that the various duties of the officers and servants are duly performed—to ascertain if any of the inmates are in a fit state for employment or to leave the Asylum, and if so, in conjunction with the paid medical officer, to discharge them. Also to offer any suggestions as to necessary repairs, and authorise the purchase of any article immediately required. The president shall be an *ex officio* member of all committees.

#### Honorary and paid medical staff.

15. There shall be two honorary and one paid medical officers. No one shall be eligible for the office of honorary or paid medical officer who does not possess the certificate of registration of the medical board of Victoria.

16. It shall be the duty of the paid medical officer to call by circular a consultation with one or more of the honorary medical officers in all cases of protracted illness in the hospital and when either of the medical officers deem it necessary they may call a full consultation of all the medical officers connected with the establishment; and that no case having been admitted for medical treatment shall be discharged not cured, without a consultation having been held upon the case by the paid medical officer with one or more of the honorary medical officers.

17. The surgeon shall perform all the surgical operations necessary, but no capital operations shall be performed on any patient without a previous consultation with one or both of the honorary officers, except in cases of emergency.

#### Admission of Patients.

18. That accidents and such cases of decided emergency as cannot be delayed be received into the hospital at any time without ticket, and that the admission of patients in ordinary cases recommended by contributors and considered fit subjects for admission by paid medical officer, or in his absence by honorary medical officers, further agreed to and tickets signed by visitors for month be admitted by master, except those requiring admission as benevolent patients, who do not require the doctor's certificate.

19. Cases of disease combined with destitution, when certificates from contributors cannot be obtained, may be admitted on written reports of the circumstances from the officers in charge of police countersigned by the visiting committee; but these cases shall be admitted only when there are no nominees of contributors waiting for admission.

20. That paying patients be admitted on the order of the visiting committee.

21. That the amount chargeable to each patient shall be at the discretion of the visiting committee; and shall be paid in advance or at the discretion of the visiting committee.

22. That the general rules and regulations of the institution shall be applicable to and observed by all paying patients received into the institution.

23. That persons unable to pay for medicines and medical attendance (or for either), but not requiring admission to the house may be treated as out-patients of the hospital on regulated days on producing the recommendation of a contributor, countersigned by a member of the visiting committee.

#### Persons not Admissible.

24. No pregnant female for the purpose of confinement; no person insane; no one subject to epilepsy, no one having a contagious or infectious disease, no one suffering from venereal disease; nor any one who in the opinion of the visiting committee might receive equal benefit as an out patient shall be admitted, and no child under three years of age shall be admitted, except from an accident or for a surgical operation; or any one who in the opinion of the paid surgeon or visiting committee, is unsuitable to be admitted.

25. Ministers of religion, or persons duly accredited by them for that purpose, shall have free access to persons of their respective denominations at such time as shall be appointed by the committee of management; and when a patient requests that any minister may be sent for, his wish shall be immediately complied with.



## Secretary.

26. The secretary shall convene and be present at all meetings and keep the minutes and all records and books required by the institution, conduct the correspondence, and bring all business before the same according to standing order.

## Treasurer.

27. The treasurer shall receive all moneys, and acknowledge all subscriptions in local papers on behalf of the institution and deposit the same in such bank as the committee shall direct to the credit of the Warrnambool Hospital and Benevolent Asylum. He shall pay all accounts passed by the committee by drafts on the bank, which shall be signed by the treasurer and secretary. He shall keep an account of all money received and paid, and report the same to each monthly meeting of the committee, if required, and shall cause a balance sheet and financial report to be presented at the annual general meeting of life governors and contributors, the same being previously examined and signed by the auditors.

## Auditors.

28. The auditors shall at the end of each year examine the treasurer's annual financial report with all accounts, vouchers and documents relating thereto, and shall report thereon to the annual general meeting.

## Collector.

22. The collector on appointment shall give such security as the committee deem sufficient for the due performance of his duty. He shall pay to the treasurer fortnightly all sums that he may have collected, and furnish a report of the same to the committee at each monthly meeting.

20. He shall give printed receipts for all subscriptions or donations paid to him, stating the term for which they are paid, and shall keep a counterpart or butt for the inspection of the treasurer and financial committee.

## INTERNAL MANAGEMENT.

1. The master shall reside on the premises, and have the charge control, and management of the institution and the inmates thereof subject to the regulations and orders of the general and visiting committee, and the paid medical officer. Neither master nor matron shall be absent between the hours of 9 p.m. and 8 a.m., nor more than two hours at a time, without permission from the visiting committee, or the paid medical officers (except on Sundays, for three hours) The master and matron are never to be absent from the institution at the same time without the special permission of the president and visitors.

2. He shall have the immediate superintendence of the matron and servants, and shall see that they do their duty; and he shall enforce order, sobriety, personal cleanliness, neatness, and obedience to orders. In case of any misbehaviour, disobedience, or neglect of duty, by any of them, he shall have power to suspend the offender, and report to visiting committee who shall discharge the offender or deal with the case as they deem fit.

3. He shall regularly visit every part of the institution, and see that the wards and other parts of the house and grounds are kept in a proper state of cleanliness and order; and that all inmates, whom the doctor shall certify as able, be employed in the grounds or otherwise.

4. He shall have the charge of and be accountable for the surgical instruments, furniture, bedding, linen, glass, cutlery, cooking and kitchen utensils, medicines and stores, and all other property of the institution; and he shall make an exact inventory of the same in a book to be kept for that purpose, in which he shall regularly enter the receipt, loss, or breakage of any article; and he shall on the last days of June and December in each year, and at such other times as a general committee may require prepare and submit such inventory to the committee.

5. He shall receive the stores and supplies furnished by the contractors or others, and he shall see that they correspond in description, quality, and quantity with the tenders and orders; and in case they do not, he shall report accordingly to the visiting committee at the next meeting.

6. He shall keep an exact account of the admission and discharge of inmates, with their ages and religious denominations; and also of all out-door recipients the nature of the relief given, and its period of continuance in the register book; also a discharge book in which each patient leaving may make any remark.

*Matron.*

7. She shall be subject to the same regulations respecting living in the house, and absence therefrom, as the master. She shall see that the female servants do their duty; and shall report any neglect or disobedience of orders on their part, to the master.

8. She shall visit each ward daily, and shall see that the beds, linen, and clothes of the patients are clean and in good order, and shall cause such of the bedding, &c., as require it to be replaced by others, and thoroughly cleansed and repaired where necessary; and furnish an inventory of goods belonging to her department to the master.

9. She shall superintend the cooking of all food for the inmates and shall generally discharge the duties of matron as shall be directed by the committee.



*Patients.*

10. Patients shall conduct themselves orderly, and shall strictly observe all the directions of master and matron.

11. They shall take their medicines at the time directed, and they shall take no other medicines than those prescribed; and they shall not conceal nor put away any portion of the medicine or diet administered to them.

12. No one shall leave his or her ward, and go into another ward or apartment nor leave the house or remain out for a longer time than is granted, nor shall introduce visitors, nor receive medicines, victuals, liquor, or anything without express leave of the surgeon, master, or visiting committee.

13. They shall not play at cards or dice, nor gamble, or smoke in the house, nor spit on the floor, nor deface or injure any part of the ward, nor any furniture, bedding or clothing therein nor sing, blaspheme, or use rude or indecent language.

*Visitors.*

14. Visitors are admitted into the institution on Tuesdays and Saturdays between the time of 1 and 4 p.m. At any other time by special order from the medical officer, or Visitors for the month.

15. Visitors may be admitted on special occasions by a written order from a member of the visiting committee addressed to the master.

16. Visitors will not be allowed to go into any ward without the leave of the master, and every visitor must retire when requested. They must not disturb the patients by loud talking and unnecessary noise.

17. They will not be permitted to give to, or leave with any patient any money, medicines, food or liquor of any kind, nor any other thing without the express leave of the master,

18. No visitor shall give to any servant of the institution, any money or gratuity of any kind.

19. Any visitor violating any of the regulations of the institution, or behaving with impropriety, will be compelled to retire and will not be readmitted without special leave from the Visiting Committee.

20. The paid medical officer shall visit the institution daily, make an entry of his visits in the visitors' book and keep a register of all cases treated in the institution, which he shall present before the general committee at their monthly meetings, giving the number of patients, describing their diseases, mode of treatment thereof, number of deaths, if any. Should he be unavoidably

absent he shall secure the services of one of the honorary medical officers to supply his place. That on the admission of each patient he shall cause the name, age, date of admission, date of arrival in the colony, nature of the complaint, and religion, to be written on a card to be suspended over the bed of such patient. He shall, also lay before the committee, at their stated monthly meetings, a detailed health report of the institution; and also the names of benevolent patients, and length of time in institution; and names of those who are deemed fit to be discharged. He shall certify to the master those patients who are able to work on the grounds or premises.

**STANDING ORDERS.***Order of Business.*

1. The General Committee shall meet monthly.
2. The business of every meeting shall commence at the hour appointed, or as soon after as a quorum shall be present.
3. The presence of four members shall constitute a quorum of the committee; if, at the expiration of fifteen minutes from the time appointed for the committee to meet there is not a quorum, such meeting shall stand adjourned till that day week.
4. The minutes of any previous meeting not previously confirmed, shall be read as the first business at all meetings of the committee, in order to their confirmation; and no discussion shall be permitted thereon, except as to their accuracy as a record of the proceedings.
5. The reading of the inward and outward correspondence and the bringing up of reports of visiting committee, visitors, medical officer, master and matron, and notices of motion, shall have precedence in the order of business.
6. Orders of the day shall include all matters arising out of the proceedings of previous meetings of the committee; any business which the chairman may think fit to bring under consideration and such orders shall take precedence in the rotation in which they stand in the minute book.

*Notices and Motions.*

7. No member shall make any motion initiating a subject for discussion, or re-considering a motion previously disposed of, except in pursuance of a notice given at a previous meeting of committee, and such notice must be given after the orders of the day have been disposed of.
8. Every member in giving notice of a motion shall read it aloud and deliver to the chairman a signed copy of such notice which shall state the day proposed for bringing on such notice of motion.
9. No motion entered on the notice paper shall be proceeded with unless the member who has given such notice or some one



authorised by him, be present when the business is called in order. Notices not so proceeded with shall be struck out of the paper.

10. Any motion not seconded shall not be further debated, but shall lapse.

11. Any member who has proposed a motion may withdraw the same by leave of the chairman, but should such motion be seconded such leave can only be granted provided there is no negative voice.

12. So soon as a debate upon a question has been concluded, the chairman shall put the question to the committee in a distinct and audible manner, and in the event of an equality of votes shall have a casting vote.

13. The question put shall be resolved in the affirmative or negative by a show of hands, unless a ballot be demanded by at least two members in which case a ballot shall be taken.

14. Any member wishing to address the committee must rise to his feet and continue standing while speaking.

#### *Order of Debate.*

15. No member may speak to any question after the same has been put by the chairman, and the voting has been given in the affirmative or negative thereon.

16. Any member may speak to any question before the committee, and upon a question or amendment proposed thereto, and upon a question or amendment proposed by himself, or upon a question of order arising out of the debate, but not otherwise.

17. Any member proposing a resolution or amendment shall be held to have spoken, and the mover shall have the right to reply.

18. Whenever the chairman rises during a debate, any member then speaking, or offering to speak, shall sit down, so that the chairman shall be heard without interruption.

#### *Suspension of Standing Orders.*

19. It shall be competent by a vote of two thirds of the members present, for the committee to suspend any order herein contained, provided the effect of such suspension shall not be the rescinding of any resolution previously adopted by the committee.

#### BEQUESTS.

*The following Form may be introduced into a Will.*

"I give and bequeath to the Warrnambool Hospital and Benevolent Asylum the sum of \_\_\_\_\_ to be applied as the committee for the time being may direct, for which sum the receipt of the treasurer for the time being of the institution shall be a sufficient discharge.

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