

THE
50th Annual Report
OF THE
Committee of Management
OF THE
Horsham District
Hospital

(Incorporated)



*From 1st July, 1923 to 30th June,
1924*

With the Bye-Laws of the Institution,
List of Amounts Received from all Sources,
Financial Statement,
And Statistical Table of Cases Treated,

Officers and Members of the Committee for 1924-25.

President:

David Anderson, Esq., J.P.

Vice-Presidents:

J. F. Curran, Esq.

A. Langlands, Esq.

Hon. Treasurer:

W. C. Bolton, Esq., J.P.

Town Members of Committee.

	Elected.		Elected.
P. Learmonth, Esq.	1922	W. Lloyd, Esq.	1923
C. Rennison, Esq.	1922	R. Appleton, Esq.	1924
J. Davey, Esq.	1922	A. Langlands, Esq.	1924
G. L. Ray, Esq., J.P.	1922	H. B. Cathcart, Esq.	1924
J. Curran, Esq.	1923	F. J. Millar, Esq.	1924.

Country Members of Committee.

The Presidents for the time being of the Wimmera, Kowree, Dumbunkle, Arapiles, and Dimboola Shire Councils.

Councillors A. H. Millar and E. A. Dahlenburg, of the Wimmera Shire; nominee of the Arapiles Shire; W. Officer, Esq., Mount Talbot; J. C. Tepper, Esq., Coronby; J. McRae, Esq., Jung.

Hon. Solicitor: H. Balfour Cathcart, Esq.

Hon. Architect: P. Learmonth, Esq., M.C.E.

Hon. Dentist: Charles W. Mathers, Esq.

Hon. Veterinary Surgeon: James Barnes, Esq.

Tenders Sub-Committee.

Messrs. W. C. Bolton, P. Learmonth, and F. J. Millar.

Medical Officer.

Dr. S. Docker Read, M.B., Ch.B.

Auditors.

A. B. Macdonald, Esq.

T. Houston, Esq.

Matron.

Secretary.

Miss May Humphreys.

C. R. Frencham.

Horsham District Hospital.

PAST PRESIDENTS.

Year of Office.		Year of Office.	
Temporary Chairman	1873-74	George Ryan	1900-01
Rev. G. W. Adams	1874-75	Wm. Sinclair	1901-02
Robert Clark, J.P.	1876	Wm. Sinclair	1902-03
J. Langlands, J.P.	1877	G. Rutherford	1903-04
Angus Cameron, J.P.	1878	R. L. Kirk	1904-05
Joseph Feibler	1879	R. L. Kirk	1905-06
George Young	1880	H. Balfour Cathcart	1906-07
William Robinson	1881	H. Balfour Cathcart	1907-08
William Drummond	1882	H. Balfour Cathcart	1908-09
S. S. Bowden	1883	H. Balfour Cathcart	1909-10
C. G. Rasmussen, J.P.	1884	F. J. Sanders	1910-11
R. H. Andrews	1885-86	F. J. Sanders	1911-12
J. H. Brake	1886-87	P. Learmonth	1912-13
W. C. Wright	1887-88	P. Learmonth	1913-14
Fred. Martin	1888-89	C. Rennison	1914-15
R. Garland	1889-90	C. Rennison	1915-16
J. Kenny	1890-91	John McCann, J.P.	1916-17
F. Williams, J.P.	1891-92	F. J. Millar, J.P.	1917-18
R. J. Moon	1892-93	F. J. Millar, J.P.	1918-19
H. F. W. Kruger	1893-94	G. S. Symonds	1919-20
W. Bolton	1894-95	G. S. Symonds	1920-21
R. G. Fincham	1895-96	G. S. Symonds	1921-22
T. DeB. Twycross	1896-97	G. S. Symonds	} 1922-23
G. Bodey, J.P.	1897-98	F. J. Millar, J.P.	
James Carroll, J.P.	1898-99	F. J. Millar, J.P.	1923-24
George Ryan	} 1899-00		
W. F. Osborn			

LIFE MEMBERS:

Hon. Walter Madden.
 Carl Schurmann
 G. E. Peart,
 Mrs. J. T. Weight.
 D. Grant.
 L. A. Rosel.
 W. J. Sudholz.
 Wm. Butler.
 H. B. Cathcart,
 B. T. Pearse,
 Albert Scholes.
 John W. Davis.
 G. H. Hill.
 Mrs. George Ryan.

John Schmidt.
 D. Lewis.
 William Sinclair.
 P. W. Jones.
 J. E. Harper.
 Mrs. H. W. Aumann, sen., Murtoa.
 Mrs. Ida V. Pietsch, Kornheim,
 T. J. Noske, Melbourne.
 Thomas Mills, Longerenong.
 J. H. Currie, Dimboola,
 G. Antony, Natimuk,
 Mrs. James Anderson.
 W. McClintock, Murtoa.
 William Gill, Dimboola.

Horsham District Hospital

(INCORPORATED).

Fiftieth Annual Report for Year Ending June 30, 1924.

To Life Governors, Annual Governors and Subscribers of
the above-named Institution.

Ladies and Gentlemen:

In presenting the 50th Annual Report and Balance Sheet for the year ending June 30th, 1924, the Board of Management note with pleasure the splendid support that has been so consistently given to the Institution by all sections of the community, and desire to express their best thanks to all those who have thereby helped the Hospital.

FINANCIAL.

The Maintenance Account commenced the year with a credit balance of £273/6/2. The total receipts for the year were £3290/5/. The following are some of the sources from which revenue was derived:—

Collected by Mrs. James Anderson	£787	7	9
Murtoa Committee (two efforts) ..	347	0	0
Jung Hospital Sunday	50	2	1
Natimuk Hospital Sunday	70	10	11
Hospital Ball	75	6	0

BUILDINGS.

These have been maintained in a fair state of repair, and, whilst, we have had to economise on account of the anticipated commencement of new works, it has been found necessary to have a number of urgent works done. The Nurses' Home was in a bad state of repair, and we put in new ceilings and had the walls repaired and papered. Several works were carried out in the domestic block, such as new floor and papering.

During the past year tenders were called for additions and alterations, which were found much above the estimates, and money in hand. It was decided not to accept any tender, but to defer the matter. A new appeal was launched, and we are pleased to say it has been very successful. We desire to express our thanks to the Councillors of the Shires of Arapiles and Wimmera and others for the assistance rendered by them in connection with this appeal. As it is proposed to make our Hospital a BASE Hospital, the present plans and specifications will have to be altered to conform with the requirements. Mr. R. J. Love, the Inspector of Charities, paid a visit to the institution recently, and he has undertaken to confer with the architect with a view to having the alterations so set out to meet the Base Hospital requirements. Our present financial position is as follows:—

Amount at credit Current Account	£950
Amount on Fixed Deposit	6284
Bricks Delivered	247
Outstanding donations	1750
Wimmera Shire promised donation	200
Government Promise	3200
	<hr/>
Total	£12,631

PATIENTS.

The resources of the Hospital were heavily taxed during the year and benefits were extended to 526 cases. Of this number 435 were in-patients, and 91 were treated as out-patients. The daily average was 22.42, which is slightly less than the previous year.

SPECIAL COLLECTIONS.

We are again deeply indebted to Mrs. James Anderson for the great interest she has shown in the Hospital. As a result of her untiring efforts an amount of £787 was handed to us. To achieve this result must have meant a good deal of self-sacrifice, and we wish to express to Mrs. Anderson our grateful appreciation.

HOSPITAL SUNDAYS.

Splendid work has been done by the local committee at Murtoa, Natimuk, Jung and Dimboola, and a good sum has been raised by local efforts in these centres. To the secretaries and committees we wish to express our appreciation for the results achieved.

**MEDICAL
and
NURSING
STAFF**

We are pleased to express our appreciation of the work of the Medical Officer, Dr. S. D. Read, also of the care and attention bestowed on the patients by the Matron (Miss M. Humphreys) and the staff. Since our last report Nurses L. Fraser, E. Mahoney and M. West have passed their final examinations held by the R.V.T.N.A. The present staff consists of Matron M. Humphreys, Sister N. McClounan, Nurses B. Calder, E. Sinkin, A. Young, M. Courtney, A. McCarlie, J. Wilson, A. Shields and V. Mason. We regret having to report that we have received the resignation of Sister McClounan, on account of her having decided to establish a private hospital in the town. She has given nine years of devoted service to the Hospital and we must place on record our appreciation of her splendid services and wish her success in her new undertaking.

**CHRISTMAS
CHEER.**

At the Christmas season the wards were decorated and each patient received gifts. Special thanks are due to all those who helped to make Christmas brighter for the inmates.

GIFTS.

Gifts of all kinds have been numerous throughout the year and a special word of praise is due to the schools of this district, for the great assistance they have been through the medium of the "Gift Days." The two local newspaper proprietors have generously supplied us with copies of their newspapers, as have also proprietors of the "West Wimmera Mail," "Dimboola Banner", and "Dunnunkle Standard."

THANKS.

We again record our appreciation of the assistance rendered by Drs. J. P. Black and C. R. Felstead during the year. They have always been ready when called upon to assist our Medical Officer. To Mr. C. W. Mathers, our Hon. Dentist, our thanks are also due. We are also indebted to the Horsham Band for their periodical visits to the Hospital, and for recitals given in aid of the Christmas cheer. Mr. C. H. Hoskin is deserving of thanks for his weekly visits to sing in the wards. To Mrs Berry who visits the Hospital weekly with gifts of fruit, etc. we again express thanks.

F. J. MILLAR, President.

C. R. Frencham, Secretary.

Auditors' Report.

Horsham,

July 10, 1924.

TO THE PRESIDENT, COMMITTEE AND SUBSCRIBERS, HORSHAM DISTRICT HOSPITAL.

Sirs:

We beg to report having examined the Books, Accounts, Vouchers, etc., of the Institution for the year ending June 30, 1924, and found same correct; receipts from all sources and expenditure on all accounts being duly recorded and set forth.

The Balance Sheet, to which we have appended our signatures, is correctly drawn up from the Books of the Institution, and truly represents the financial position thereof.

We have much pleasure in recording that the books and papers have been effectively kept.

We have the honor to be,

Sirs,

Yours faithfully,
A. B. MACDONALD,
T. HOUSTON,
Auditors.

Hospital and Charities Act 1915.

RETIREMENT OF COMMITTEEMEN.

Section 14.

"On the last Thursday in the month of July 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; (B) 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.

Section 15.

"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 treason, felony or misdemeanor, or be absent from four consecutive meetings of 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."

Medical Officer's Report

For Year Ended June 30, 1924.

	M.	F.	Ttl.
Number of In-patients remaining on June 30, 1923 ..	11	7	18
Number of Patients admitted during the year	257	160	417

	M.	F.	Ttl.
Number of Patients discharged, cured or relieved	246	150	396
Number of Deaths	9	10	19
Number remaining on June 30, 1924 ..	13	7	20

Outdoor Relief—

Distinct cases treated			91
Number of attendances ..			135

S. DOCKER READ, M.B., C.H.B.,

Medical Officer.

	M.	F.	Total.
Daily average of indoor relief ..	13.59	8.83	22.42
Average cost per head per annum of maintenance (indoor)		£6 18	3
Average cost per bed for daily average		£130 15	8

Statistics and Results of Cases Treated During the Year Ending June 30, 1924.

(Patients who were Discharged and who Died.)

Disease.	Discharged		Died.		Total.
	Males	Females	Males	Females	
I.—Epidemic, Endemic and Infectious Diseases.					
Typhoid Fever	3	2			5
Measles	3	2			5
Scarlatina	1	1			2
Whooping Cough	1				1
Diphtheria	14	16	1		31
Croup	1				1
Influenza—					
(a) with Pneumonic Complication	3	1	1		5
(b) Other	9	6	1		16
Erysipelas	1				1
Tuberculosis of Respiratory System	2		1	1	4
Tuberculosis of Intestines and Peritoneum		1			1
Tuberculosis of Joints		1			1
Tuberculosis of Other Organs	2				2
Gonococcus Infection	1				1
Total Class I.	41	30	4	1	76
II.—General Diseases Not Included Above.					
Cancer of Female Genital Organs		1		1	2
Cancer of Breast				1	1
Cancer of Other Organs			1	1	2
Other Tumours		1			1
Acute Rheumatic Fever	3				3
Chronic Rheumatism and Gout	11	4			15
Anaemia Chlorosis		1			1
Exophthalmic Goitre		1			1
Leucaemia			1		1
Alcoholism	1				1
Total Class II.	15	8	2	3	28
III.—Diseases of the Nervous System and Organs of Sense.					
Other Forms of Mental Alienation		2			2
Epilepsy	3				3
Convulsions, 5 years and over		1			1
Neuralgia and Neuritis	1	1			2
Other Diseases of Nervous System	6	4			10
Diseases of Eye and Adexa	1				1
Total Class III.	11	8			19

(Patients who were Discharged and who Died.)

Disease.	Discharged		Died.		Total.
	Males	Females	Males	Females	
IV.—Diseases of the Circulatory System.					
Endocarditis and Acute Myocarditis	2	2		2	6
Arterio Sclerosis	3		1		4
Diseases of the Veins	5	4			9
Diseases of the Lymphatic System		1			1
Total Class IV	10	7	1	2	20
V.—Diseases of the Respiratory System.					
Bronchitis (Acute)	8	5			13
Bronchitis (Chronic)	2				2
Pneumonia	8	4			12
Pleurisy		1			1
Congestion and Haemorrhage of the Lung	1				1
Asthma	1	5	1		7
Other Diseases of Respiratory System	1				1
Total Class V	21	15	1		37
VI.—Diseases of Digestive System					
Diseases of Mouth	3				3
Diseases of Pharynx	15	13			28
Diseases of Aesophagus	8	4			12
Ulcer of Stomach	1	2			3
Other Diseases of Stomach (Cancer excepted)	5	4			9
Appendicitis and Typhilitis	16	9		1	26
Hernia, Intestinal Obstruction—					
(a) Hernia	3				3
(b) Intestinal Obstruction	6	2			8
Diseases of Intestines	1				1
Hydated Tumor of the Liver	3				3
Biliary Calculi	1	6			7
Other Diseases of the Liver	1				1
Total Class VI	63	40		1	104
VII.—Non-Venereal Diseases of the Genito-Urinary System and Adnexa					
Chronic Nephritis	1	2		1	4
Calculi of the Urinary Passages	4	1			5
Diseases of the Bladder	1				1
Diseases of the Urthra	5				5
Diseases of the Prostate					

(Patients who were Discharged and who Died.)

	Discharged		Died.		Total.
	Males	Females	Males	Females	
Non-Venereal Diseases of Male Genital Organs	2				2
Benign Tumors of the Uterus		1			1
Uterine Haemorrhage Non-puerperal		4			4
Other Diseases of Female Genital Organs		2			2
Total Class VII.	13	10		2	25
VIII.—Puerperal Condition.					
Accidents of Pregnancy—					
(a) Abortion		10			10
(b) Ectopic Gestation		1			1
(c) Other accidents of Pregnancy		2			2
Total Class VIII.		13			13
IX.—Diseases of the Skin and Cellular Tissue.					
Phlegmon-acute Abscess	15	2			17
Other Diseases of the Skin and Adnexa	3	3			12
Total Class IX.	24	5			29
X.—Diseases of the Bones and Organs of Locomotion.					
Non-Tuberculosis diseases of the Bones	2	1			3
Diseases of the Joints (Tuberculosis and Rheumatism excepted)	1	1			2
Total Class X.	3	2			5
XI.—Malformations.					
Congenital Malformations	6				6
Total Class XI.	6				6
XII.—Early Infancy.					
Other Diseases peculiar to Early Infancy	1	2			3
Lack of Care	1				1
Total Class XII.	2	2			4
XIII.—Old Age					
Senility	2	2		1	5
Total Class XIII.	2	2		1	5

(Patients who were Discharged and who Died)

Disease.	Discharged.		Died.		Total.
	Males	Females	Males	Females	
XIV.—External Causes.					
Poisoning by Food	1				1
Burns	3	2			5
Traumatism by Firearms	1				1
Traumatism by Cutting or Piering Instruments	8	3	1		12
Traumatism by Fall	11	2			13
Traumatism by Machines	1				1
Traumatism by Other Crushings	2				2
Injuries by Animals (not poisoning)	2	1			3
Fracture (cause not specified)	5	1			6
Total Class XIV.	34	9	1		44



Statement of Receipts and Expenditure

RECEIPTS.

TO Bank Balance, 30/6/23	£273 6 2	
Government Grant (5 quarters) ..	535 0 0	
„ Municipal Grants ..	445 0 0	
		£1283 6 2
„ Ordinary Income Maintenance Account		
Private Contributions ..	50 8 0	
Proceeds of Entertainments ..	189 18 0	
Hospital Sunday Efforts ..	497 15 9	
Special Appeal ..	787 7 9	
Inpatients' Fees ..	493 2 0	
Outpatients' Fees ..	2 14 0	
		2021 5 6
Wheat Scrip Returns ..		11 16 0
„ Extraordinary Income—Maintenance Account—		
Bequests ..	188 0 0	
Donations ..	25 1 0	
Telephone Boxes ..	1 12 6	
Sale of Cows ..	32 10 0	
		247 3 6

£3563 11 2

Examined and found correct—
 T. HOUSTON,
 A. B. MACDONALD, } Auditors.
 10/7/24.

C. R. FRENCHAM, Secretary.
 10/7/24.

July 1, 1923, to June 30, 1924.

EXPENDITURE.

By Maintenance—Provisions:			
Meat	£174 15 2		
Fish and Poultry	29 5 6		
Butter and Cheese	97 16 0		
Eggs	0 14 0		
Milk	56 10 11		
Bread, Flour, etc.	85 4 11		
Groceries	180 17 5		
Potatoes, Fruit	42 0 1		
„ Surgery and Dispensary—		£667 4 0	
Drugs, etc.	115 16 10		
Dressings, etc.	23 5 6		
Instruments and Appliances	52 14 1		
Ice and Aerated Waters	3 9 9		
Sundries	0 19 9		
„ Domestic		196 5 11	
Renewal of Furniture	69 6 5		
Bedding, Clothing, Drapery	60 9 11		
Hardware, Crockery, Brushware	41 10 4		
Fuel and Lighting	208 10 11		
Sundries	8 5 3		
„ Establishment—		388 2 10	
Insurance	11 12 0		
Sanitary Charges	11 5 0		
Ordinary Repairs	51 19 10		
Telephone	10 2 6		
„ Salaries and Wages—		84 19 4	
Medical	175 0 0		
Nursing	486 4 0		
Other Salaries and Wages	630 1 9		
„ Miscellaneous Expenses—		1291 5 9	
Printing, Stationery, Postage	35 9 10		
Funeral Expenses	5 16 6		
Cartage and Freight	10 1 3		
Nurses' Uniforms	13 10 0		
Purchase of Cows	50 10 0		
Sundries	8 3 0		
„ Management—Administration—		123 10 7	
Official Salaries	143 15 0		
Clerical Assistance	16 1 0		
Registration	5 5 0		
Official Printing, Postage and Stationery	87 18 11		
Bank Charges and Exchange	1 16 6		
Auditors' Fees	2 2 0		
		256 18 5	
„ Extraordinary Expenditure—		£3008 6 10	
Building Repairs	90 17 1		
		90 17 1	
„ Reconciliation—		£3099 3 11	
Bank Balance June 30th	494 12 2		
Less Unpresented Cheques—			
Dr. Read	£14 11 8		
J. Kuhne	3 0 0		
F. Patterson	12 13 3		
	30 4 11		
		464 7 3	
		<u>£3563 11 2</u>	

Attendance of Committeemen for the Year ending 30th June, 1924.

	House Meeting.	Monthly Meeting.	Total.
Mr. F. J. Millar, President	43	11	54
.. C. Remison	12	9	21
.. H. B. Cathcart	7	11	18
.. W. C. Bolton	7	7	14
.. J. Davey	9	7	16
.. P. Learmonth	8	10	18
.. D. Anderson	9	4	13
.. W. Lloyd	6	8	14
.. R. Appleton	10	7	17
.. J. Curran	9	9	18
.. A. Langlands	9	10	19
.. G. Ray	8	5	13
.. Thos. Young	7	5	12

Horsham District Hospital Building Account, 1923-24.

RECEIPTS,	EXPENDITURE.
To Bank Balance, 30/6/23 .. £455 4 2	By Amount Transferred .. £2350 0 0
Interest 143 10 4	to F.D.R.
Donations 3003 14 4	James Moore and Sons
	(troughs) 12 6 0
	Sawyer Bros (bricks) 226 5 6
	McDonald Bros. (repairs) 68 12 3
	V. Bullen (cartage) .. 21 7 6
	Postages 2 14 0
	Bank Charges 0 11 3
	Balance Current Account
	30/6/24 950 11 10
Examined and found correct—	
T. HOUSTON,	
A. B. MACDONALD,	
Auditors.	
10/7/24	
£3632 8 10	£3632 8 10

Building Fund Assets at 30th June, 1924.

Amount at Credit Current Account	£950 11 10
Amount on Fixed Deposit	6284 2 4
Wimmera Shire, Outstanding Donation	200 0 0
Bricks on Hand	247 0 0
Amount promised by Government	3200 0 0
Outstanding Donations	1750 0 0

£12631 14 2

10/7/24.

C. R. FRENCHAM, Secretary.

Bye-Laws of the Horsham District Hospital.

(Incorporated August 31, 1887).

(G.G. 31st August, 1877, p. 1642).

1. The Bye-Laws of the Horsham District Hospital (hereinafter referred to as "the Hospital") in force up to the date of this Bye-Law are hereby repeated, save as to all rights accrued, acts done, appointments made, or liabilities incurred thereunder.

MANAGEMENT.

2. There shall be a President, two Vice-Presidents, and a Treasurer of the hospital, who shall hold office for one year.

3. There shall be two Auditors, who shall hold office for one year.

4. The Hospital year shall run from the day for the time being fixed for the retirement of one-third of the Committee to and inclusive of the next such day. All contributions shall be deemed to have been made for the current Hospital year.

5. The Committee shall direct the general business of the Hospital, frame rules for its internal regulation, and appoint, suspend, discharge all paid officers, and arrange the terms of the employment of such.

6. The Committee shall meet on the second Tuesday in each month, at 3.30. Any three members of the Committee may summon a meeting for any time upon giving twenty-four hours' notice of the hour of the meeting, and stating in such notice the business for which the meeting is summoned.

7. The Medical Officer shall have full power to deal with all urgent applications for admission, recording in writing the reasons for treating the case as urgent.

8. No paid officer of the Hospital shall be a contractor, directly or indirectly; nor shall any member of the Committee be present at the discussion of nor vote upon any matter in which he is pecuniarily interested.

9. The Books and Accounts of the Hospital shall be audited annually by the Auditors.

10. The Committee shall present a general report of the affairs of the Hospital, together with an audited Balance Sheet, at the Annual Meeting. Such Balance Sheet shall be published in one or more of the local papers at least three days before such meeting.

11. The Committee shall appoint a House Committee of three of its members, two to form a quorum, who shall attend to the internal management of the Hospital, the admission and discharge of in-patients, the examination of all accounts passed for payment, the supervision of the Medical Officer's, Collectors', Dispenser's, and House Steward's Books, and such other matters as may be delegated to them by the Committee of Management:—

(a) The House Committee shall retire quarterly, and its members shall be eligible for re-appointment on the next Committee.

(b) It shall meet once in each week, or oftener, on such days and such hours as it may appoint, and the Honorary Medical Officers shall be members ex-officio of the House Committee.

(c) It shall also, once at least in each month, audit the House accounts and check the stores books.

- (d) It shall watch the entire expenditure of the Hospital and shall carefully scrutinise the monthly analysis of such expenditure, with due regard to the number of patients in the House, reporting to the Committee any matter of importance.
 - (e) It shall be present (without notice) once in each fortnight at the receipt and distribution of stores, and once in each quarter shall check the balance remaining on hand of such stores with the House Steward's and Dispenser's Books.
 - (f) It shall have power to employ persons other than the Medical Officer, Secretary, Matron, and Nurses for any work in or about the Hospital, and to discharge the same.
 - (g) It shall define the duties of officers and servants, and such duties shall be incorporated in their several agreements.
12. All contracts may be made by the Committee.
13. The common seal of the Hospital shall be kept by its banker for the time being.

ELECTION AND APPOINTMENTS.

14. The President, Vice-Presidents, and Treasurer shall be elected at the Annual Meeting.
15. The Auditors shall be appointed at the Annual Meeting.
16. Members to fill the vacancies of retiring members of the Committee shall be elected at the Annual Meeting.
17. All contesting elections or appointments shall be by ballot only.

VOTES.

18. For voting purposes Members shall be divided into "Members" and "Corporations":—
- (a) Members contributing £1 per annum shall be entitled to 1 vote.
 - (b) Members contributing £5 per annum shall be entitled to 2 votes.
 - (c) Members contributing £10 per annum shall be entitled to 3 votes.
 - (d) Members contributing £20 (in one sum) as a personal contribution during the current year, 3 votes, and thereafter 1 vote for life.
19. Corporations shall be entitled to the same votes as members, save that the right to vote shall cease with the expiry of the current year, notwithstanding the amount of contribution.
20. Corporations shall be entitled to vote by any member or officer appointed by the Corporation under seal, or by resolution for that purpose.
21. No member shall be entitled to vote while he is a salaried officer or pupil of the Hospital.

MEETINGS.

22. There shall be held at the hour of 3.30 p.m. on the day for the time being appointed for the retirement of the Committee the Annual Meeting of the Members.
23. At all meetings of Members ten shall form a quorum. If a quorum be not present within half an hour of the hour of the meeting, or if there shall cease to be a quorum, the meeting shall be adjourned by the President, Vice-Presidents, Chairman, or Treasurer, or in their absence by the Secretary, for one week, and at the adjourned meeting any number shall constitute a quorum.
24. Ten or more members may, by requisition signed, require the Secretary to convene a Special Meeting of Members. Such requisition

shall specify the business to be dealt with at the meeting, and none other shall be introduced unless the introducer shall have given three day's notice thereof to the Secretary.

25. Notice of Special Meeting's shall be given by the Secretary to Members seven days clear before the date; and any notice of any business intended to be introduced at a Special Meeting shall be given by the Secretary to Members immediately on receipt of such notice.

26. All requisitions and other notices of special business shall be accompanied by a number of copies equal, at least, to the number of Members for the time being.

27. The President, Vice-Presidents (in the order of election) or the Treasurer shall take the chair at all meetings, except those to be held under section 7 of the Act incorporating the Hospital; and in the absence of such officers, the meeting shall elect its own Chairman, and by ballot on demand of any two Members. The Chairman shall have a deliberative as well as a casting vote.

28. Minutes shall be kept by the Secretary, and in his absence by the Acting Secretary, to be appointed for the time being by the Chairman.

29. The minutes when confirmed and signed by the Chairman at a subsequent meeting shall be conclusive evidence of the proceedings of the meeting of which they are a record.

30. At any meeting the Chairman may, and at the request of three Members shall, appoint a meeting at not less than seven days nor more than fourteen, at which the minutes of the then meeting shall be brought up for confirmation, and such meeting shall be a Special Meeting.

31. The Secretary shall, on demand, at any time within five days of any meeting, produce for inspection of any Member requiring the same the minutes to be brought up for confirmation.

OFFICERS.

32. There shall be a Medical Officer, who shall be a duly registered Medical Practitioner.

33. All Medical Officers shall be duly registered Medical Practitioners.

34. There shall be a Secretary, Matron, and Nurses, at salaries to be fixed for the time being by the Committee.

PATIENTS.

35. Members and Honorary Medical Officers shall be entitled to recommend one in-patient and three out-patients annually, subject to the approval of the House Committee.

36. Any person wishing to be received into the Hospital, and being in a position to pay for medical aid, may be admitted with the sanction of the House Committee, provided there be accommodation, and on producing a recommendation signed by a Member.

37. No pregnant female (for the purpose of confinement), no child under five years of age (unless suffering from serious injury, or for the purpose of undergoing a surgical operation, or in case of accident), no insane person, no person afflicted with primary syphilis or suffering from chronic paralysis, nor any person who in the opinion of the Medical Officer, Honorary Surgeon, or of the Committee of Management is unsuitable to be admitted, shall be received as an in-patient under any circumstances.

38. Patients quitting the Hospital at their own desire shall sign a declaration to that effect before leaving.

39. Any patient having any cause of complaint shall make the same known to the Medical Officer, whose duty it shall be to enter such complaint immediately, in the presence of the nurse of the ward, in a book kept for the purpose, which book shall be laid before the House Committee at each meeting.

40. Patients not paying full Hospital fees, deemed able by the Medical Officer to assist in the work of the Hospital staff, shall, at his request, so employ themselves.

41. The Committee, subject to the approval of the Medical Officer, shall from time to time make and alter regulations:—

(a) For the conduct of patients.

(b) For the treatment of out-patients.

(c) For the admission of visitors.

(d) For the admission of Clergymen and Religious Instructors.

Such regulations shall be posted in the wards and hung on the Hospital door.

CLERGYMEN AND RELIGIOUS INSTRUCTORS.

42. Every Clergyman or Religious Instructor who visits at the Hospital shall confine his visits to the sick patients who belong to his religious communion, unless his services are specially requested by any patient of another communion.

43. Every such Clergyman or Religious Instructor shall perform the duties of his office at the bedside of his patients in such a way as to be as little overheard as possible by the surrounding patients.

44. No person shall read aloud or conduct public religious service in the sick wards of the Hospital.

45. Clergymen or other visitors must retire from the bedside if requested to do so by any members of the Medical Staff or Matron.

APPENDIX No. 1.

At the General Meeting of the Contributors of the Horsham District Hospital, held on the 28th July, 1902, it was resolved:—"That the Committee of Management be composed of twenty members, irrespective of the four honorary officers."

APPENDIX No. 2.

At the Annual Meeting of the Governors and contributors to the Horsham District Hospital, held on 28th July, 1904, it was resolved:—

(a) That these bye-laws may be amended by resolution of a majority of Subscribers present at the Annual Meeting, or at a duly convened meeting called for the purpose, provided that 14 days' notice in writing, signed by not less than six Subscribers of all proposed amendments shall have been given to the Secretary, who shall thereupon give notice by advertisement to the Subscribers.

And at a special meeting of contributors, held on the 14th day of May, 1918, it was agreed that—

- (b) Any number of persons formed as a Committee and conducting entertainments or services of a public nature for the funds of the Hospital, and thereby contributing in one sum the amounts hereunder specified, shall have the privilege of nominating Annual Governors as follows:—
- | | |
|--|-------------|
| If £10 and up to £20 be contributed | 1 Governor |
| Over £20 and up to £50 | 2 Governors |
| Over £50 and up to £100 | 3 Governors |
| And for Amounts over £100 | 4 Governors |
- Persons presenting a Trust Estate contributing in one sum £10 or over may also nominate one Annual Governor. The year of an Annual Governor's appointment shall be from the date of payment to the Hospital.

APPENDIX No. 3.

At the Annual Meeting of the Governors and Contributors to the Horsham District Hospital, held on the 25th July, 1912, it was resolved:—

"That a person who has by personal effort, extending over a term of not less than five years, been instrumental in augmenting the funds of the Institution by a sum of not less, in the aggregate, than £100, may be appointed by the Committee of the Institution a Life Governor thereof and thereafter shall be a Member entitled for the year of appointment to three votes, and thereafter one vote for life."

APPENDIX No. 4.

At the Annual Meeting of the Governors and Contributors to the Horsham District Hospital, held on 31st July, 1919, it was resolved:—

"That a person or persons, not exceeding two in any one year, who has or have in an official capacity in public efforts during at least two years, been instrumental in augmenting the funds of the Institute by a sum of not less than Eight Hundred Pounds, may be appointed by the Committee of the Institution of Life Governor or Life Governors thereof, and thereafter shall be Members entitled for the first year of appointments to three votes and thereafter one vote for life."

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