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JOHANNESBURG COUNCIL for ADULT EDUCATION.

P.O. Box 6132,
Johannesburg.
28th April, 1950.

Circular S 3.

To All Affiliated Organisations.

FINAL NOTICE RE ANNUAL GENERAL MEETING.

The Second Annual General Meeting of the Council will take place on Tuesday, 9th May next at 3 p.m. in the small Darragh Hall, Hoek Street.

The Agenda for the meeting and the Council's Second Annual Report are enclosed both, like this Circular, in triplicate, so that one copy of each can be passed on to each of the two representatives you will have nominated to attend the meeting. These circulars, preferably stamped with the stamp of your organisation will be regarded as the credentials of representatives attending the meeting.

Minutes of the last meeting of the Council will be distributed at the meeting as their inclusion here would have added too greatly to postage expenses.

The Election of Group representatives on the Executive Committee will take place during the course of the evening. Slips of paper are enclosed indicating what group your organisation is in, the names of the other organisations in the Group and the names of the representatives of the Group on the outgoing Executive Committee.

Please ensure that the enclosed documents are passed on to your representatives and that they attend the meeting.

Yours faithfully,
D.A. Etheredge,
Secretary.

JOHANNESBURG COUNCIL for ADULT EDUCATION.

A G E N D A.

Second Annual General Meeting, Tuesday, 9th May, 1950.

- 1) Minutes of last General Meeting.
- 2) Opening Address by Chairman.
- 3) Address by Professor O.J.N. Wagner, Professor of Social Studies in the University of the Witwatersrand.
- 4) Second Annual Report.
- 5) Accounts and Balance Sheet.
- 6) Election of representatives of Groups on Executive.
- 7) General.

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JOHANNESBURG COUNCIL for ADULT EDUCATION.

SECOND ANNUAL REPORT, 1949 - 1950.

Introduction.

The Council has had a successful year despite its financial difficulties. It has established itself as a useful co-ordinating body and its contribution to the educational and cultural life of the City has been widely acknowledged. On the other hand, the Executive Committee is painfully aware that much of its time was frittered away in a vain attempt to convince the Union Education Department that if it wanted Local Councils to function successfully it must be prepared to support them with adequate grants of money. It is hoped that in the coming year the time of the Committee will be more constructively employed.

Meetings.

The Council met twice during the year, the Executive Committee eight times and sub-committees five times. The attendance at Council meetings was somewhat disappointing particularly as they were addressed by such eminent persons as the Bishop of Johannesburg and the Director of Adult Education. The meetings of the Executive Committee, on the other hand, were well attended.

Executive Committee.

At its first meeting of the year, the Executive Committee elected the following office bearers :

Chairman	:	Dr A.M. Keppel-Jones.
Vice-Chairman	:	Mr J. Ettershank.
Hon. Treasurer	:	Mr J. Ramsay Thomson.
Secretary	:	Mr D.A. Etheredge.

The Chairman was granted leave of absence for the last four months of the year, Mr Ettershank acting as Chairman.

The Executive Committee suffered a number of changes during the year : Councillor van der Merwe, representing the City Council was replaced first by Councillor Holland then by Councillor Professor Maingard; Professor T Williams, representing the Transvaal Education Department, resigned as he was moving to Northern Rhodesia and has not yet been replaced; Dr F.T. Milne, representing the Witwatersrand Technical College passed away and was replaced by Mr A. Boswell Green. All three gentlemen had rendered great service to the Committee and their loss, in particular the demise of Dr Milne, was deeply regretted.

At the end of the financial year, the Executive Committee consisted of :

City Council	:	Councillor G.L. Matthews Councillor L. Maingard. Mr R.F. Kennedy.
University	:	Mr A.M. Keppel-Jones. Dr A.E.H. Bleksley
Wits. Technical College	:	Mr J. Ettershank Mr A. Boswell Green
T. E. D.	:	Mr J.R. Lynch. Vacant.
Art, Music and Theatre	:	Dr B. Fryling.
	:	Mr C. Legum
Fraternal	:	Mr G. Saron Mr D.A. Etheredge.

Hobbies	: Commander C.E.D. Enoch Mr J.J. Basson.
Learned and Scientific	: Mrs C. Rheinallt Jones. Dr A. Smuts
Religious	: Miss M. McLarty M.P.C. Mr J. Ramsay Thomson.
Welfare	: Mrs E. Hitchcock Mr O. Joseph
Youth	: Mr K.E.W. Lydall Mr N.C. Crothall
Co-opted	: Mrs E.K. Lorimer.

Mrs Lorimer was co-opted not only because she had previously been a most useful member of the Committee, but also because Mr Legum was away overseas the whole year and Mrs Lorimer was well acquainted with the organisations in the Art, Music and Theatre Group.

Venue of Meetings.

Both Council meetings were held in Room 77 of the Public Library and the thanks of the Council are due to the City Librarian. The Council is also under an obligation to the Director of the Witwatersrand Technical College who placed the College Boardroom at the disposal of the Executive Committee for its meetings.

Affiliations.

Thirteen applications for affiliation to the Council were accepted by the Executive Committee during the year. The total number of organisations affiliated on 31st March, 1950 was

Finance.

There has not been a meeting of the Executive Committee at which the Council's finances have not loomed large. Just before the first meeting, the Department made it known that the Council was to receive only £100 for the year in response to the request for £550. The Committee decided, however, not to contract its activities, a decision that meant inevitably that the Council would be penniless at the end of the following September. The Committee also decided to invite the Director of Adult Education to attend one of its meetings and hear its difficulties.

This meeting took place on 13th June. Mr Theron pointed out the problems with which the Department was faced but assured the Council of his personal support. His suggestion that a Memorandum be submitted for the use of the National Advisory Council was accepted and a Memorandum which outlined both the difficulties of the Council and its plans for the future, was submitted to the Department. At the same time the Committee decided to proceed with its application for an additional grant of £330.

So grave was the Council's financial position at this stage (August, 1949) that it took a resolution the effect of which would have been to dissolve the Council if the Department did not provide additional financial support by end-September. At the next meeting this resolution was rescinded and, instead, the Committee decided to ask the National Advisory Council to receive a deputation. This line of action occasioned some unhappiness in the Department which felt that the Council was showing a lack of confidence in the Department by going direct to the National Council. The Department was then informed that the deputation would be called off if it (the Department) was prepared to support the Council's application before the National Council. In reply the Council was informed that the National Council was to be asked to receive its deputation as soon as it met. But the National Council decided not to see the Deputation as it was against its policy to do so.

The Council's application for an additional grant was met to the extent of £90, i.e. half the amount requested for the publication of 'In Town To-night'. Fortunately the Council was able to solicit the aid of the Witwatersrand Council of Education which made a donation of £100, and of affiliated organisations a few of whom made donations. As a result the deficit at the end of the financial year was much less than at one stage it was feared it would be. The Council is deeply indebted to these organisations for making it possible for it to carry on.

Towards the end of the year, the Committee considered the financing of the work of the Council for the new financial year and made the following applications :

On the U.E.D. (to cover 1949-50 deficit)	£40.
On the U.E.D. (for administration)	£100.
On the U.E.D. (for In Town To-night)	£230.
On the Johannesburg City Council	£300.

The Council is extremely grateful to Messrs Dallas and Thurley who carried out the audit for the financial year 1948-1949. They have been reappointed for the financial year 1949-1950.

Grants-in-Aid.

Two batches of applications for grants were considered by the Committee, the first in June 1949 of eight applications and the second in February 1950 of sixteen applications. Both the Grants Sub-Committee and the Executive Committee devoted much time to the careful consideration of these applications and it was encouraging to find that, in the main, the recommendations on the first batch were accepted by the Department. In two cases the Committee was not satisfied with the refusal of aid and it has pursued these further. The more recent batch of applications will be considered by the National Council at the end of April.

In terms of a resolution of the Council, organisations applying for grants were invited to send representatives to present their arguments in favour of State aid to the Sub-Committee and the Executive Committee. In a number of cases such representatives were sent and their contribution helped the Committee to come to its decisions.

"In Town To-night".

The most important development of the year was the publication of the monthly Diary of Events "In Town To-night". The Executive Committee had always felt that its first task should be to publish some sort of magazine or bulletin which would serve to co-ordinate and publicise the work of voluntary organisations in the City. A sub-committee was appointed to investigate the matter and it considered a number of alternatives. In August, 1949, it recommended to the Executive Committee that a folder similar to that published by the Shell Company would be most suitable as it could be produced cheaply and was of a convenient size. The recommendation was accepted and tenders for printing were called for, that of Messrs Durand and Bowden being accepted.

The first issue covered the month of October, 1949 and the Diary has appeared regularly since then a few days before the end of each month. The Council has been able to afford to print only 5,000 copies per month as no charge was made either for space in the Diary or copies of it. The Diary was welcomed in the City and has become more and more popular. Improvements have been made with each issue, notably the decrease in the size of the print to allow of an increase in content and the introduction of a Day by Day Diary which also serves as an index to the issue.

At first the Secretary had some difficulty in collecting

enough information for each issue but more recently the problem has been to eliminate some of the contributions and cut down many others. It is apparent that despite its limited circulation, the Diary has been of great value to many organisations and there is now a widespread desire to make use of it.

Roughly 1,750 copies of 'In Town To-night' were distributed each month by the Public Library, 26 affiliated organisations distributed parcels of one hundred or more, all other affiliated organisations received between three and fifty copies, and copies were sent each month to a fast-growing list of individual subscribers, many of whom had paid one shilling in stamps as a year's subscription. At the end of the year, the list of individual subscribers contained more than two hundred names.

Towards the end of the financial year it was decided to attempt to raise revenue through 'In Town To-night' by asking large business houses to sponsor it in return for an acknowledgement on the back cover. This matter was being pursued at the end of the year.

Information Bureau.

At the beginning of the year, the Council was offered the use of the Johannesburg Public Library as an Information Bureau and the offer was accepted in principle. No developments took place immediately as the character of the Bureau depended largely upon the form of the proposed Bulletin. When eventually 'In Town To-night' was issued, the Public Library became the main distributing centre.

The Council began compiling a Register of Lecturers during the course of the year. A series of cards bearing the names of addresses and subjects of the lecturers was placed in the Reference Library. It never reached the fulness that was desired as the Secretary's time was occupied on other more urgent Council matters but it was in any case withdrawn at the end of the year as very little use had been made of it. The Executive Committee decided that the Register would be much more valuable if it was made available to all organisations in the form of a rounded list to be amended quarterly. This matter was in hand at the end of the year.

Co-operation with the Union Education Department.

Relations with the Department have been cordial and officials have been most helpful. If in the matter of finances this Council and the Department have not seen eye to eye, it is nevertheless appreciated by the Executive Committee that the Department has done all it can to help the Council within the framework of the policy laid down for it.

At the beginning of September, 1949, the Regional Organiser Southern Transvaal, Mr P.J.K. Delpont was transferred and the post has not yet been filled. Dr H.S.B. Schoeman, Regional Organiser, Northern Transvaal, has however devoted some of his time to this Region and his wide experience has been of great value to the Council.

April, 1950.

A.M. Keppel-Jones,
CHAIRMAN.

JOHANNESBURG COUNCIL for ADULT EDUCATION.

HOBBIES GROUP.

Amateur Cine Club
Institute of Handicraft Teachers
Johannesburg Chess Club
New Psychology Club
Philatelic Society of Johannesburg
Philatelic Federation of Southern Africa.
Rand Parliamentary Debating Society.

Representatives during 1949-50 ; Commander C.E.D. Enoch
; Mr J.J. Basson.
(Mr Basson apparently withdrew during the year - his
resignation was not, however, received).

JOHANNESBURG COUNCIL for ADULT EDUCATION.

Welfare Group.

Goodwill Council
Jabula Social Centre
Johannesburg Child Guidance Clinic
John Gray Community Centre
Matrimonial Conciliation Board
Mental Health Society of the Witwatersrand.
National War Memorial Health Foundation.
S.A. Temperance Alliance
Toe H. (including Cinema Team).
Union of Jewish Women of S.A. (Johannesburg Branch).
Wild Life Protection Society
Witwatersrand Jewish Welfare Council.

Representatives during 1949-50 : Mrs E. Hitchcock
: Mr O. Joseph

JOHANNESBURG COUNCIL for ADULT EDUCATION.

RELIGIOUS GROUP.

Christian Education Movement.
Diocese of Johannesburg
Baptist Northern Association.
Johannesburg and District Sunday School Union.
Methodist Youth Centre.
Presbyterian Church
Salvation Army Young Peoples Department.
United Hebrew Congregation
United Jewish Reform Congregation
Witwatersrand Church Council

Representatives during 1949-50 : Miss M. McLarty M.P.C.
: Mr J. Ramsay Thomson.

JOHANNESBURG COUNCIL for ADULT EDUCATION.

YOUTH GROUP.

Boys Brigade in the Transvaal
Boy Scouts Association.
Girl Guides Association
Johannesburg Nursery School Society
Johannesburg Youth Centre
Johannesburg Youth Council
Orange Grove Nursery School Parent-Teacher Association
S.A. Youth Leaders Association
Transvaal Association of Boys Clubs
Young Men's Christian Association.

Representatives during 1949-50 : Mr K.E.W. Lydall
: Mr N.C. Crothall.

Phone : 45.2502.

P.O. Box 6182,
Johannesburg.
26th June, 1950.

CIRCULAR TO ALL AFFILIATED ORGANISATIONS.

1) Affiliation Fees.

Many affiliated organisations have not yet paid the affiliation fee of one guinea for the year beginning 1st April, 1950. If your organisation is one of these, it would be appreciated if you would attend to this matter immediately as the Council's finances are sadly in need of replenishing.

2) Closing Date for 'In Town To-night'.

At present, material for 'In Town To-night' is required by a date specified on the last page of each issue, usually about the 17th or 18th of the month. The copies are then available by the 25th or 26th of the month and should be in the hands of the reader on or before the 1st of the month. If they are not distributed by the 1st, they begin to lose value. Some organisations feel that they need more time to distribute the Diary. This could be made possible only by bringing forward the date-line for entries to about the 10th or 11th of the month with the result that more organisations than at present would not be in a position to submit definite information of their programmes for the following month.

If your organisation has views on this matter, one way or the other, please submit them to the Secretary as the Executive Committee wishes to reach a decision to the satisfaction of as many organisations as possible.

3) Constitution etc.

You will receive during the next fortnight a copy of the Constitution of the Council, a list of its affiliated organisations with addresses, a list of members of the Executive Committee and the financial statement for the past financial year. The Council hopes to issue this and other information in a booklet or handbook in future years. If you need further copies of the Constitution or the lists, please write in.

4) Absence of Secretary.

The Secretary will be on leave during the month of July but arrangements have been made for the handling of correspondence. It is essential however that entries for 'In Town To-night' be submitted in writing by 13th July as last-minute phone calls will not be possible.

Yours faithfully,
B.A. Etheredge,
Secretary.

JOHANNESBURG COUNCIL for ADULT EDUCATION.

45.2502.

P.O. Box 6182,
Johannesburg.
17th Nov. 1950.

Circular to all Affiliated Organisations.

1) BRAINSTRUST.

The Council is sponsoring a Brainstrust at Escom House Theatre on Wednesday, 22nd November at 8 p.m. Dr A.M. Keppel-Jones will be the Questionmaster and the Trust includes some very interesting people. The subject is ADULT IGNORANCE. A silver collection will be taken.

Please ensure that some members of your organisation attend this function which promises to be most interesting.

2) NO DECEMBER ISSUE OF 'IN TOWN TO-NIGHT'.

As the funds of the Council have sunk to a few pounds, there will be no issue of 'In Town To-night' for the month of December. The Executive Committee greatly regrets that it has had to take this step but hopes to find means to resume publication in January.

It would not be inappropriate to point out that many affiliated organisations have helped to bring about this unhappy situation. The following facts should suffice to explain this statement :

- a) Out of 80 affiliated organisations, 30 have not yet paid their one guinea affiliation fee for the year beginning 1st April, 1950, despite two circulars and, more recently, a statement.
- b) An appeal to affiliated organisations at the beginning of the financial year brought in about £10 - and nearly 70 organisations did not get around to replying at all.
- c) An appeal to 30 organisations who make regular use of space in 'In Town To-night' to contribute a specified sum per annum according to the space used, has brought 8 replies. The letters were sent out six weeks ago.

Neither (b) nor (c) placed any obligation upon affiliated organisations, many of whom are admittedly hardly better off than the Council, but the Executive Committee could not but be disappointed at the lack of interest shown. It has had proof from many sources that 'In Town To-night' has been a boon to affiliated organisations, despite the fact that only 5,000 copies have been circulated each month. Could it quadruple the circulation, every organisation would benefit immediately. Instead it is forced to cut out the next issue and cannot yet be certain whether there will be enough money for the January issue.

The Executive Committee has investigated a number of methods of making the Diary pay for itself but has so far failed to find anything satisfactory. If any affiliated organisation or any member of an affiliated organisation has any suggestions the Executive Committee would be very happy to receive them.

Yours faithfully,

D.A. Etheredge,
SECRETARY.

JOHANNESBURG COUNCIL for ADULT EDUCATION.

45.2502.

P.O. Box 6182,
Johannesburg.
11th December, 1950.

Circular to all Affiliated Organisations.

"IN TOWN TO-NIGHT", JANUARY, 1951.

The Executive Committee is happy to announce that owing to the allocation to the Johannesburg Council for Adult Education of an additional £100 by the City Council, it will be possible to produce 'In Town To-night' as usual for the month of January.

You are requested to submit material for the January issue by Monday next, 18th December. Longer warning could not be given you as the decision to produce an issue for January has just been made. As the Christmas holidays will interrupt the printing of the issue, a limited amount of material can be accepted, under very special circumstances, as late as Saturday, 23rd December, but organisations are requested to submit entries by next Monday if at all possible.

GENERAL.

1) Affiliation Fees.

The Executive Committee wishes to express its thanks to the many organisations which have responded to the recent circular by paying overdue affiliation fees. There are only a few now outstanding.

2) Allocation of Copies of 'In Town To-night'.

Would you please review your monthly allocation of copies of 'In Town To-night' and inform us if any change in the numbers you receive should be made in the new year. You are entitled to as many copies as you can usefully distribute to your members and the general public in the first few days of the month. Copies are distributed through the Public Library, the Publicity Association and some shops as well as through affiliated organisations. As 'In Town To-night' is in heavy demand, it would be appreciated if you would let us know if you are receiving too many copies. We can then re-allocate your surplus copies to others who require them.

3) Grants-in-Aid, 1951-2.

You are given a first reminder that applications for grants from the Union Education Department (usually on a £ for £ basis) for the year beginning 1st April, 1951, must be in the hands of the Secretary of this Council by 15th February, 1951. Application forms may be obtained from the Secretary.

You may be interested to know that twenty-one applications by affiliated organisations in the City have been allocated a total of £4,476 in grants from the U.E.D. through this Council in the last two years. (This excludes large sums to the S.A. Institute of Race Relations and the Johannesburg Repertory Players).

Yours faithfully,
D.A. Etheredge,
Secretary.

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