

File in Dr S S Wheeler's Folder



MEMO IN RE. Electrotyping the Wheeler Catalogue.

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Extract from the minutes of the regular monthly meeting of the Board of Directors of the American Institute of Electrical Engineers, held in New York on February 19, 1909.

" The Secretary read a letter from Dr. Wheeler requesting permission to electrotype the pages of the Wheeler Gift Catalogue, and it was voted that the Board give its consent; it being understood, however, that in case the Institute should, at any time in the future, desire to purchase the plates from Dr. Wheeler, it has the privilege of doing so at cost, such cost not to exceed \$500.00."

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In accordance with the above authority of the Board, Dr. Wheeler ordered electrotypes of the pages of the Catalogue from the Schlueter Printing Company. On September 10, 1909 Mr. Rodman Gilder called at the Institute office and explained that Mr. Gano Dunn had agreed to share with Dr. Wheeler the expense of this work. Mr. Gilder brought with him the Schlueter Company's invoice for \$445.75 covering the entire cost of these electrotypes, together with Dr. Wheeler's check for \$245.75 and Mr. Dunn's check for \$200.00, drawn to the order of the A.I.E.E. or R.W. Pope. We deposited these checks on September 14, in the Institute's petty cash account, which is in Mr. Pope's name, and on the same day we paid Schlueter's bill with our petty cash account check No. 59 A for \$445.75. With the check we sent instructions, at Mr. Gilder's request, to the Schlueter Company to ship the electrotypes to Dr. Wheeler at Ampere, New Jersey, where they will be stored until needed.

As a matter of record one copy of this explanatory memo. will be filed with the papers relating to the Wheeler Catalogue, one copy



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in Dr. Wheeler's Institute "folder," one copy in Mr. Dunn's "folder" and one copy will be sent to Mr. Gilder for the information of Dr. Wheeler and Mr. Dunn.

J. L. Hutchinson
Asst. Secy.

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September 13, 1909.