

Philadelphia, Pa.
September 3, 1940.

At a regular meeting of the Directors of John T. Lewis & Bros. Co. held this day in their offices in the Widener Building, there were present:

Edward F. Beale, Chairman of the Board
J. W. Gardiner, President
S. French Reeves, Vice President
A. M. Wilson, Vice President
Morris H. Merritt, Secretary
Leonard T. Beale, Director

The meeting was called to order by Mr. Edward F. Beale, who presided, and Mr. Morris H. Merritt reported the minutes of the meeting.

The minutes of our meeting of August 26 were read and approved.

Mr. Reeves reported that the approximate cost of moving our metal department from the office to the factory would be something over \$2,000.

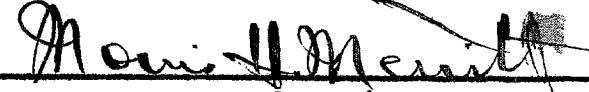
Since the Hollingshead fire in Camden we asked the Philadelphia fire marshall to look over our plant and last Friday, August 30, he complimented us on our housekeeping because everything was in very good shape and hardly any changes were necessary.

Mr. Gardiner informed the Board that the tentative promotion budget for 1941 would be in the neighborhood of \$15,200. of which \$3,250. is contingent on some new product being introduced during the coming year for which we would want to hold some painters' meetings.

Future changes in the operation of our metal department were discussed and it was decided that a definite report should be submitted before the end of September.

Mr. Wilson submitted the regular weekly report of shipments for the week of August 30.

There being no further business, upon motion the meeting adjourned.


Secretary

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