

BROOKLINE TOWN HISTORY COMMITTEE

May 5, 2015

MEETTING MINUTES

A meeting of the Brookline Town History Committee was held on Tuesday, May 5, 2015 at 6:30pm in the Safety Complex Meeting Room.

Chairman Keith Thompson presided.

Members of the Board Present: Donna Corey
Eric DiVirgilio
Scott Grzyb
Nancy Reinbold
Peter Cook
Bob Ottavi, Secretary

Members of the Board Absent: Dan Marcek
Vicki Pope

Also in attendance. Irene Thompson
Steve Russo
Sid Hall

MINUTES

Nancy moved to approve the minutes of the April 7, 2015 meeting. Eric seconded. Passed unanimously.

BROOKLINE HIDDEN TREASURES

"Hidden Treasure – Fresh Pond Ice Company" will be presented May 16th from 10:00-3:00 at the Historical Society.

PUBLISHING

Sid Hall, a resident of Brookline and owner of Hobblebush Design and Hobblebush Books, kindly came to our meeting to discuss the different phases we need to plan as we move forward: editing, design, typesetting and printing. He would like to help where he can. He lives in town and knows the town. For those who remember, Sid published Our Place from 1984-1994.

Here are the key points Sid brought up.

- The town of Brookline could be the publisher of the book. A publisher such as Peter Randall Publishing, who has done history books for other towns, could be an alternative. However, the cost may be higher if they act as publisher.
- We could purchase an ISBN number. This number uniquely identifies a book.
- What is important is how the book is designed, typeset and printed. This is where he can help.
- A stitched hard cover is probably what we want. It is durable and will last a long time. A Smyth Sewn book will hold up best. This is a method of hardcover binding.
- Use the Chicago Manual of Style.

- An editor in chief does the deep copy editing. This involves looking at the structure of the book, consistent style and look, making sure the chapters are in the right order, making sure paragraphs don't repeat, identifying a section that may need rewriting, keeping track of the writers progress, etc. This editor will set the guidelines, style, etc. for everyone to use. The editor must have good skills in these areas. In a sense, would make sure the book gets done and looks good. We should get this person before the content is created. Sid has some names he could give us. We should find this person as soon as possible. We will need to keep tight reigns on the writing portion to make sure content is done on time. This is where an editor can be of great assistance. The editors, which Sid knows, are in NH but not Brookline. It would be good to find someone in town.
- Copy editing is done right before typesetting. The copy editor checks for punctuation and spelling. There is no rearranging of text or layout changes.
- After typesetting, we are given a proof to review before the final printing.
- The design, proofreading and typesetting may take 5-6 months. This would also involve checking proofs, back and forth communication etc. It will then take about 6 weeks to get the book printed.
- Keith said we need to get an idea of cost. Sid said they would probably give an estimate up front since the charge will in all likelihood be hourly. If we could find someone in town that is capable and committed to this project, then that would be ideal.
- The style guide will specify how to handle unique situations, such as when to use Lake Potanipo versus Muscatanipus Pond.
- He said it is important to first get an outline of the book with the chapter titles defined.
- The book should read like a story with some fun and interesting anecdotes.
- Sid could be hired to take the finished Word document and copy edit the whole thing. Then he could work with us through the typesetting process. He has established relationships with big printers, so there are benefits to having him help us throughout the printing process.
- Based on number of pages and quality of paper, printing costs for 500 books may be ~\$11 per copy. 1000 copies may run ~\$10 per copy. 2000 copies may run \$8-\$9 per copy. But again these are very rough estimates until we have a better idea of the number of pages and quality of paper.
- Very rough estimate of design and typesetting costs could be \$2,000-\$3,000. Copy editing and proof editing will be based on complexity but may be cost another \$2,000.
- Use at least 300dpi for graphics.
- Printing the whole book in color would cost a lot more. An alternative would be to have a section, say 10 pages, with color pictures. Maybe we could add a color sheet on the front and back of the dust jacket, which may add another \$1,000 to the print cost.
- He deals mostly with offset printing. There are other printing technologies such as digital and indigo.
- Big advantage is that now, the files are all digital and will be easier to do a second printing.
- Sid would like to see a sample chapter and an idea of number of pages and graphics. If he is not the editor, he could help to develop the a style guide.

STORIES MATTER

Scott talked to Concordia to get some installation issues resolved. He got some missing files and additional steps to get it installed. There was some discussion that if we don't want to use Amazon hosting service, we could set up a computer in the town hall and we could access it remotely. If we went that route, it would eliminate the monthly hosting fee that we will start being charging for in a few months. Scott and Donna will set up a feasibility test to see if just having a computer and accessing it remotely works. If it works, we can contact Tad to get his opinion on going this route. Just as a reminder, Stories Matter can be used to link audio, text, etc. via keywords.

HOUSES of BROOKLINE

Donna and Steve Russo met last week to discuss categorizing the old homes in town. This is a separate project from the history book but is somewhat related. This information will be helpful not only for the history book, but also as a fundraising opportunity. Perhaps a calendar or coffee table book could be options. Steve created a spreadsheet with street names and other information. We will also log their GPS location. Bob will help out with this project. Peter mentioned that he has a lot of slides and photographs from the 1980's that he used as a project to demonstrate the architecture of Brookline houses.

RESEARCH

Nancy will continue with her interviews.

Peter has continued his research using the microfilm at the Milford Library. He found articles on when the ski area opened. Brookline was one of the first ski areas with a ski tow in the country. This was back in the 1930s. He also mentioned that Brookline was a popular summer residence for many people. There were several articles about summer residents having something of interest happen to them. The articles, which Peter printed, can be added to our database and even published as short articles. Parkers book also mentions some of these summer houses. He also found that many WWI soldiers from Brookline served in a unit on the Mexican border.

ADJOURNMENT

At 9:15 Eric moved to adjourn the meeting. Nancy seconded. Passed unanimously.

NEXT MEETING

We are changing the regular meeting times to the second Monday of the month.

The next meeting will be held on Monday June 8, 2015 at 6:30pm in the Safety Complex Meeting Room.

Submitted,
Bob Ottavi, Secretary