

BROOKLINE TOWN HISTORY COMMITTEE

August 13, 2018

MEETING MINUTES

A meeting of the Brookline Town History Committee was held on Monday, August 13, 2018 at 6:30pm at Bruschi Hall.

Members of the Board Present: Vicki Pope, Keith Thompson, Roy Wallen, Jack Fallon, Louise Eldridge, Bob Ottavi, Dan Marcek, Peter Webb

Members of the Board Absent: Nancy Reinbold, Eric DiVirgilio, Donna Corey

MINUTES

Keith moved to approve the minutes of the July 9, 2018 meeting. Peter seconded. Passed unanimously.

EDITOR & WRITERS UPDATE

- Vicki and Amanda still need to take some pictures of writers.
- Louise prepared a list of unfinished articles. Sid and Louise will be contacting the writers to find out where they are in their writing and for a commitment to get it done. Even though they are not quite done, sending a draft would help and Sid can give them feedback. Sid would like to get all the writing done by September 1 so that the editing can be completed by the end of the year.
- Sid has a couple of cover designs he is thinking about and will send out his ideas shortly. This can be incorporated into the order form and posters.
- The person helping Sid with research, editing and spreadsheet maintenance has been doing a great job.

MARKETING PRE-SALES, PRINTING

- Keith has contacted Tad about the handling of monies from the book sales. Tad will look to see if a separate town account is needed. Committee members could be available at set times for the distribution of the books so that town hall staff does not have to do this. It was decided that we need to keep good records, not only of the order forms, but also who picked up the book and when. Maybe the buyer would sign for it when they pick the book up.
- We still need to finalize the price for pre-ordering and then the cost after a certain date. The price should be representative of the quality of the book and also be attractive enough so books will end up in the hands of the townsfolk. Question brought up; does access and volume make up for cost? We will reach out to Sid for his ideas and guidance on this.
- Roy will be willing to work on the forecast of sales to determine how many books we should order for printing. The cost per book will obviously go down the more we print but it brings up other issues like where will we store the books until sold.
- We could also offer for sale older Brookline town histories, e.g. the 225th anniversary.
- Keith presented a mockup of the order form. This will hopefully be ready to go into the next economic development newsletter. They can also go to the library and town hall. Dan suggested we have a brief description to go along with the order form. At least the pre-order price is needed before we can put this form into the newsletter.
- Ask Sid to get 3 printer quotes for comparison.

- We then had discussion about the book printing. Is color printing necessary since the quality of the photos (which are mostly in black and white) may not be of good quality to justify color? Would a color book set up apart from other town histories? If color would not make a substantive difference, why pay for color? Several people thought black and white would look better. We will have color of the cover. Roy thought there could be another town project to put color photos on web.
- Just as an fyi, September 21st 2019 is the parade as part of the town's 250th anniversary.

TECHNOLOGY

Still can't access pictures from the Historical Society web site. The Historical Society is working on this. Keith will see if they are available on the Google drive. Jack suggested this might be an Eagle Scout project and will follow up the Scouts.

We are still not sure if the historical society wants all the assets we have. Keith questioned whether our charter should be modified to include finding a place for all this research information.

ADJOURNMENT

At 7:45pm, Peter moved to adjourn the meeting. Vicki seconded. Passed unanimously.

NEXT MEETING

The next meeting will be held on Monday September 10, 2018 at 6:30pm at Brusch Hall.

Submitted,
Bob Ottavi, Secretary