



# City of Cambridge

IN CITY COUNCIL

September 10, 1973

**ORDERED:**

That in accordance with the provisions of law, the Cambridge City Council hereby accepts the following grants to the Cambridge Public Library under the Library Services Construction Act - Title I Special Project Grant for the 1973 fiscal year, from the Bureau of Library Extension -

\$15,000.00 - Teen Drop-In Centers

\$18,000.00 - Establishment of an Informal Self-Help Program for the Learning of English as a second language

In City Council Sept 10, 1973  
Adopted by 8 yeas and 0 nays Vote  
Yeas 8 Absent 0 Pres. 1

Paul E. Leahy  
CITY CLERK

#1

# City of Cambridge

Agenda # 1 Grants to the Cambridge Public Library \$15,000 and \$18,000.

MASSACHUSETTS

In City Council Sept. 10, 19 78

	YEA	NAY	ABSENT	<i>Record</i>
Mr. Clinton	✓			✓
Mr. Danehy	✓			
Mr. Duehay	✓			
Mrs. Graham	✓			
Mr. Moncreiff	✓			
Mr. Owens	✓			
Mr. Sullivan	✓			
Mr. Vellucci	✓			
Mayor Ackermann	✓			
	8	0	0	1

Cambridge Public Library

A proposal to apply for LSCA, Title I,  
Grant for Fiscal Year 1973.

Submitted to:

Mary M. Burgarella, Coordinator  
LSCA Title I  
Massachusetts Bureau of Library Extension  
Boston, Massachusetts 02215

11 September 1972

**NAME**

**TEEN DROP-IN CENTERS  
CAMBRIDGE PUBLIC LIBRARY**

**PROPOSAL**

A proposal to apply for LSCA, Title I, Grant for Fiscal Year 1973.

**PROBLEM**

Teen-agers presently are not active library users in Cambridge. It is undeniable that libraries expend most of their efforts and their money on those who understand the values of library service, those who want these services, and those who know how to ask for them.

**NEED**

This proposal will attempt, in a meaningful way, to bridge the creditable gap between the book and teenager, and hopefully between the teenager and the library. Teenagers have not ever fully participated in the decision making process in book selection. A major result of this situation is a lack of relevant information and book materials and hence lack of library usage by teenagers.

**PURPOSES**

To directly engage with the staff and teenagers of the Drop-In Centers in the selection of relevant and needed library materials.

To give information, recreation, and job resources to teenagers.

To cover the entire spectrum of materials and to include black, Spanish and Portuguese materials.

The purpose is to have book deposits in various teen drop-in centers.

**PURPOSES (CONT.)**

The purpose also is to develop an instrument which the teenagers of Cambridge can easily identify with and through which book selection relevancy can be established.

**UNIQUENESS OF  
BOOK DEPOSIT  
STATIONS**

The Book Deposits can be the home base for reading for many of Cambridge's 10,000 teenagers.

**BUDGET**

15 deposit stations,  
books, paperbacks, and pamphlets \$ 9,700.00

15 bookcases designed,  
painted, and lettered  
designer 250.00  
Bookcases, manufactured  
painted and lettered 3,550.00  
3,800.00

15,000 brochures and  
booklists 1,500.00

**TOTAL \$15,000.00**

PARTICIPATING TEEN-AGE CENTERS

Cambridge Community Center	5 Callender Street
Cambridge Neighborhood House (Teen Center only)	79 Moore Street
Cambridge Recreation Center	644 Cambridge Street
Cambridgeport Teen Center	Henry and Brookline Streets
COPA	883 Cambridge Street
Croagh Patrick Parish Center	30 York Street
East Cambridge Job Resource Bank	77 Hurley Street
East End House	105 Spring Street
Hoyt Shelter	Western Avenue and Gilmore Street
Langley Building	920 Cambridge Street
Margaret Fuller House	71 Cherry Street
North Cambridge Delinquency Prevention (opening soon)	Walden Square Project
Rindge Field Shelter	Off Rindge Avenue at Haskell Street
Saint Mary's Teen Center	Prospect Street
Spanish Council	905 Main Street

REVISED AND CORRECTED COPY

Cambridge Public Library

A Proposal for the Establishment  
of an Informal Self-Help Program  
for the Learning of English as a  
Second Language

28 August 1972

## NEED

Cambridge is now and always has been a haven for the newly-arrived from foreign soils. In 1960, 15.2 o/o of the total population was foreign-born, while 43.6 o/o was of foreign stock. The languages spoken by these residents include Portuguese, Spanish, Italian, Greek, Lithuanian, Polish, Chinese and French.

A large percentage of these residents speak little or no English and are at a distinct disadvantage in dealing with people who do not speak their native tongue. A command, however basic, of the English language is a must, so that these people may become full participants in the life of their community and nation. They must communicate with shopkeepers, employers and co-workers, lawyers, doctors, neighbors and English-speaking friends. They must have a working knowledge of English in order to ask for help in an emergency or even to get around on the public transportation system.

At present, no community agency is effectively providing all elements of the non-English speaking community with English instruction of a self-help, in-building, and at-home basis. It is the expressed desire of many of the non-English speaking residents to be able to work at home at their own pace and in an un-school-like program of language learning.

In a random sampling of the Portuguese community conducted by members of the library staff, it was found that 80 o/o of those queried (via interpreter) would be most interested in learning English or in improving their limited command, if materials were made available at the library and particularly for home use.

The library has been feeling an increased demand on the limited materials currently owned in the field of English as a second language. Our sets of English-language-learning records are constantly in circulation, with waiting lists of eager borrowers. This is an indication that the non-English speakers look to the library for assistance in their language learning endeavors.

## PURPOSE

The purpose of this proposal is to establish a center within the library where materials and equipment for the learning of English as a second language could be made available both in the building and for home use, to the large number of Cambridge residents who would reap enormous personal benefits from an informal, self-help language learning center.

Figures collected from various sources reveal just how many persons stand in need of just such a center.

The director of C.O.P.A., a Portuguese civic association, estimates the number of Portuguese-speaking Cambridge residents to be approximately 12,000, of whom some 7,000 have little or no knowledge of English. Between July 1, 1970 and June 30, 1971, Cambridge received the fourth highest number of Portuguese speaking immigrants of any city and town in Massachusetts, being surpassed only by Fall River, New Bedford, and Somerville.

There has also been a concentrated influx of Spanish-speaking Puerto Ricans who, because Puerto Rico is an American territory, are not considered immigrants in statistical

tables. The unofficial estimate of Spanish-speaking residents is between 4,000 and 6,000, approximately 70 o/o of whom are non-English speaking. (Cambridge Chronicle, July 22, 1971)

The Greek Orthodox Community (Church of Sts. Constantine and Helen) numbers the Greek-speaking population at approximately 500 families or some 1,600 persons. [According to the 1970 Census, the average family size in Cambridge is 3.2 persons]. Cantabrigians of Italian stock, many of whom are non-English speaking, comprise some 6,000 persons. Other ethnic groups also contribute numbers to the ranks of the non-English speaking as well.

In order to make this center relevant also to the needs of the Black residents of Cambridge, we plan to include materials for the learning of Swahili, the language identified with Black pride among Afro-Americans. Leaders of the Black community have indicated that a sizeable number of the almost 6,000 Blacks in Cambridge would be interested in pursuing the study of Swahili, if materials were made available to them. In Appendix A, we have listed these materials.

#### DESCRIPTION OF THE PROJECT

The language-learning center would be established at the Main Library where it would be open for use some 68 hours per week. "Reference" copies of all language recordings which are aimed at a specific language group would be on hand for in-library listening on the record players and cassette players designed especially for language laboratory-type use, and circulating copies would be made available for home use.

Master tapes of the lessons in the English Language Services programs, which use the total-immersion-in-English method, and are therefore suitable for speakers of any foreign language, would be housed at the library, where duplication equipment would allow the making of student copies on cassettes, on which the student could record his/her own voice for comparison with the master voice. These cassettes would not be permanent copies, but would be erased upon return, and used over again for another lesson. The cassettes would be available for in-library use and for home-use. Cassette player/recorders would be loaned out so that the student could progress at his own speed and in his own free time without being restricted to a set schedule. Multiple copies of the texts would be provided.

Supplementary materials in the form of books, and spoken-word disc and tape recordings would be available to those more advanced in their language capabilities in order to enrich their learning experience.

The design and production of a multi-lingual explanatory brochure which would be delivered door-to-door by library personnel would reach all of the homes in the areas of the city with a high density of non-English speakers and Black residents. This type of person-to-person contact would demonstrate to the reluctant the welcoming spirit of the library, and would encourage their participation in the center.

FINANCIAL SUMMARY  
MATERIALS AND EQUIPMENT

MATERIALS:

Reel-to-reel Tapes	1,967.75
Cassette Tapes	452.80
Disc Recordings	1,037.35
Books	<u>240.00</u>

TOTAL MATERIALS

3,697.90

EQUIPMENT:

Record Players	422.25
Cassette Decks	1,048.00
Microphone/Headsets	215.40
Cassette Tape Recorder/Players (circulating)	2,398.00
Cassette Duplicating System	2,194.00
Cassettes (blank)	767.50
Cassette Circulation Binders	1,440.00
Storage Units	1,652.40
Listening Posts	1,172.50
Brochures	<u>2,310.00</u>

TOTAL EQUIPMENT

13,620.05

APPENDIX A:

Tapes	513.50
Disc Recordings	49.80
Books	<u>118.75</u>

TOTAL APPENDIX A

682.05

GRAND TOTAL

18,000.00

The 18,000 total is arrived at by eliminating the following equipment

1 Record player	102.50	102.50
1 Cassette Deck	262.00	262.00
10 Cassette Players (circulating)	59.95 ea.	599.50
125 C-60 Cassette blanks	1.10 ea.	137.50
145 C-30 Cassette blanks	1.00 eac.	145.00
20 doz. Cassette Binders	18.00 doz.	<u>360.00</u>
		1606.50

Previous equipment total:	15,226.55	
Less above:	<u>1,606.50</u>	
	13,620.05	new equipment total

Materials: 3,697.90

Equipment: 13,620.05

Appendix A: 682.05  
\$18,000.00

MATERIALS AND EQUIPMENT FOR THE ESTABLISHMENT OF A CENTER FOR THE SELF-INSTRUCTION OF ENGLISH  
AS A SECOND LANGUAGE

<u>Item</u> [by type of material. publisher indicated]	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
1. REEL-TO-REEL TAPES. (with accompanying texts)			
English Language Services, 5550 Wilkins Court, Rockville, MD 20852			
<u>Intensive course in English.</u> Designed for use in secondary schools and in adult programs. Includes materials for beginning, intermediate and advanced students. An oral-aural approach is used with dialogs, basic sentences, drills, reading and comprehension materials.			
Elementary I. 50 pre-recorded tapes.	187.50	1	187.50
Elementary I. Text.	2.75	50	137.50
Elementary II. 50 pre-recorded tapes.	187.50	1	187.50
Elementary II. Text.	2.75	50	137.50
Intermediate. 30 pre-recorded tapes.	112.50	1	112.50
Intermediate. Text.	1.65	50	82.50
Advanced I. 50 pre-recorded tapes.	187.50	1	187.50
Advanced I. Text.	1.65	50	82.50
Advanced II. 50 pre-recorded tapes.	187.50	1	187.50
Advanced II. Text.	1.65	50	82.50
<u>Reading and Conversation about the United States,</u> Its People, Its History, and Its Customs. Two illustrated textbooks and 40 accompanying tapes, designed for students at intermediate to advanced levels. Covers, food and drink, housing, sports, transportation, communications, etc.			
Volume I. 20 pre-recorded tapes.	75.00	1	75.00
Volume I. Text.	2.20	50	110.00
Volume II. 20 pre-recorded tapes.	75.00	1	75.00
Volume II. Text.	2.20	50	110.00

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
Regents Publications, Simon & Schuster, Inc., Educational Division, 1 W. 39th St., NYC 10018			
<u>Welcome to English Series</u> , by Thomas Lismore			
Designed for children learning English as a second language. Emphasizes spoken English. Lively, colorful. Appeals to children.			
Book I. 2 pre-recorded tapes.	12.00	1	12.00
Book II. Text.	1.15	25	28.75
Book II. 4 pre-recorded tapes.	24.00	1	24.00
Book II. Text.	1.15	25	28.75
Book III. 4 pre-recorded tapes.	24.00	1	24.00
Book III. Text.	1.35	25	33.75
Book IV. 4 pre-recorded tapes.	24.00	1	24.00
Book IV. Text.	1.50	25	37.50

2. CASSETTE TAPES. (with accompanying texts or explanatory material)

Center for Cassette Studies, Inc., 8110 Webb Ave.,  
No. Hollywood CA 91605

[Note: These materials would be supplementary for the more advanced student]

<u>Highlights from Literary Classics</u>				
997-001-1	Hale. Man without a country.	15.95	1	15.95
997-035-1	Hawthorne. House of the seven gables.	18.95	1	18.95
997-187-1	Crane. Red badge of courage.	15.95	1	15.95
997-189-1	Twain. Tom Sawyer.	18.95	1	18.95
997-273-1	Poe. Purloined letter.	15.95	1	15.95
997-641-1	Melville. Moby Dick.	18.95	1	18.95
010-693-1	DuMaurier. Rebecca.	18.95	1	18.95
095-312-1	Cervantes. Don Quixote.	18.95	1	18.95
055-359-1	Hilton. Goodbye, Mr. Chips.	18.95	1	18.95

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
<b>Center for Cassett Studies (cont.)</b>			
<u>Highlights from American History</u>			
065-1269F Amerigo Vespucci story.	12.95	1	12.95
065-1270F Voyage to the New World. [Columbus]	12.95	1	12.95
497-1512F Founding of Washington, D.C. [story of Pierre L'Enfant]	12.95	1	12.95
497-1513F Breakthrough in communication. [Cyrus Field and the Atlantic cable]	12.95	1	12.95
497-2330F Jefferson legacy.	12.95	1	12.95
497-2334F Johnny Appleseed legend.	12.95	1	12.95
225-1271F Accounts from the New World. ["discoverers" of the Americas spread news of their findings]	12.95	1	12.95
010-4862F Nation of immigrants. [role of new- comers in shaping America]	12.95	1	12.95
010-3122F Sandburg on Lincoln.	14.95	1	14.95
010-427F Focus on George Washington.	12.95	1	12.95

Institute for Language Study, R.D. Cortina Inc.,  
136 W. 52nd St., NYC 10019

English for Spanish speakers Contains material for  
beginning, intermediate and advanced students.  
Consists of 5 pre-recorded cassette tapes and text  
manuals.

ILS-55700	29.95	5	149.75
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3. DISC RECORDINGS. (with accompanying texts or  
explanatory material)

Conversaphone Institute, Inc., 225 W. 34th St.,  
NYC 10001

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
<u>Conversa-Phone English for Foreigners Series</u>			
Each album consists of 65 practical lessons taught by qualified instructors. Manual included.			
English for Chinese speakers 3-Conversa. BE-11	9.95	2	19.90
English for French speakers 3-Conversa. BE-2	9.95	4	39.80
English for Greek speakers 3-Conversa. BE-20	9.95	5	49.75
English for Italian speakers 3-Conversa. BE-4	9.95	4	39.80
English for Polish speakers 3-Conversa. BE-9	9.95	4	39.80
English for Portuguese speakers 3-Conversa. BE-13	9.95	15	149.25
English for Spanish speakers 3-Conversa. BE-1	9.95	15	149.25
Intermediate English for Spanish speakers 3-Conversa. 392	9.95	10	99.50

Regents Publications, Simon & Schuster, Inc.,  
Educational Division, 1 W. 39th St., NYC 10018

Invitacion al ingles, by Madrigal and Meyer

Practical course designed for the Spanish-speaking.  
Complete self-explanatory text and records.

Records. Set of 4 LP's.	9.95	10	99.50
Text.	1.50	10	15.00

Estudios de ingles: intermedio-avanzado, by Hall

For the intermediate and advanced Spanish-speaking student.

Records. Set of 4 LP's.	9.95	5	49.75
Text.	1.50	5	7.50

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>	
The following spoken word disc recordings, from various producers, would be supplemental listening for intermediate and advanced students.				
Aesop. Fables.	Sp.Arts. 955	6.50	1	6.50
American famous story poems.	2-Lex. 7610/15	11.90	1	11.90
American favorite poems.	Caed. 1207	6.50	1	6.50
American tall tales.	2-Caed. S-1318/9	13.00	2	26.00
Cosby. Talks to kids about drugs.	Uni. 73101	4.98	5	24.90
Crane. Red badge of courage.	Caed.1040	6.50	1	6.50
Dickens. Christmas carol.	Caed. S-1135	6.50	3	19.50
Famous American documents.	CMS532	5.95	3	17.85
Great American speeches, Vol. 1.	2-Caed. 2016	13.00	1	13.00
Great American speeches, Vol. 2-4.	6-Caed. S-2031	39.00	1	39.00
Hawthorne. Tales.	Caed. 1120	6.50	1	6.50
History speaks, Vols. 1 & 2.	2-Voices 1/2	9.95	1	9.95
Hughes. Poems.	Sp.Arts. 1064	6.50	1	6.50
Longfellow. Best loved poems.	Caed. 1107	6.50	1	6.50
Melville. Moby Dick.	Sp.Arts. 850	6.50	1	6.50
Poe. Poems & tales, Vol. 1.	Caed. 1028	6.50	1	6.50
Poe. Poems & tales, Vol. 2.	Caed. 1115	6.50	1	6.50
Poe. Poems & tales, Vol. 3	Caed. 1195	6.50	1	6.50
Poe. Poems & tales, Vol. 4	Caed. S-1288	6.50	1	6.50
Poets of the West Indies.	Caed. S-1379	6.50	1	6.50
Saki. Short stories.	CMS535	5.95	1	5.95
Sandburg. Fog, etc.	Caed. S-1253	6.50	1	6.50
Steinbeck. Red pony.	Caed. S-2047	6.50	1	6.50
Stevenson. Kidnapped.	Sp.Arts. 1058	6.50	1	6.50
Stevenson. Treasure Island.	Sp.Arts. 1025	6.50	1	6.50
Twain. Short stories.	Sp.Arts. 1077	6.50	1	6.50

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
<b>4. BOOKS</b>			
English Language Services, 5550 Wilkins Court, Rockville, MD 20852			
<u>Easy crossword puzzles, by Walter P. Allen</u> A graded series of puzzles for students of English as a second language. Useful for individual self- study.			
	0.85	100	85.00
Regents Publications, Simon & Schuster, Inc., Educational Division, 1 W. 39th St., NYC 10018			
<u>American Classics, simplified and adapted by R. Dixson</u> Ten classics of American literature chosen for their cultural importance. Although adapted and simplified, they retain faithfully the style and story interest of the original. Graded vocabulary.			
House of the Seven Gables. Hawthorne.	1.00	5	5.00
Moby Dick. Melville.	1.00	5	5.00
Murders in the Rue Morgue. Poe.	1.00	5	5.00
Pathfinder. Cooper.	1.00	5	5.00
Outcasts of Poker Flat. Harte.	1.00	5	5.00
Hoosier Schoolmaster. Eggleston.	1.00	5	5.00
Portrait of a Lady. James.	1.00	5	5.00
Rise of Silas Lapham. Howells.	1.00	5	5.00
Huckleberry Finn. Twain.	1.00	5	5.00
Red badge of Courage. Crane.	1.00	5	5.00
<u>Basic Literacy Series, by E.J. Hall</u> Presents material that is interesting and useful to adults. Describes everyday situations and activities. Graded vocabulary.			
Book I. Sounds and syllables.	1.25	5	6.25
Book II. Signs of life.	1.25	5	6.25
Book III. Handful of letters.	1.25	5	6.25
Book IV. Food we eat.	1.25	5	6.25

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
Book V. How government works.	1.25	5	6.25
Book VI. Making government work for you.	1.25	5	6.25
<u>Easy reading selections in English</u> , by R. Dixson Absorbing short stories for intermediate and advanced students. Includes selections from Poe, O. Henry, etc. Revised edition.	1.50	5	7.50
<u>Elementary reader in English</u> , by R. Dixson Easy reader containing interesting short stories, articles and anecdotes for the beginning adult reader. Revised edition.	1.50	5	7.50
<u>Family life in the U.S.A.</u> , by Alesi and Pantell Intended for the adult student beginning to read English. Tells the story of the everyday activities of an immigrant family. Carefully graded vocabulary reflects adult interests. An effective bridge to independent reading.	1.25	10	12.50
<u>Manual de modismos americanos mas comunes</u> , by Wiener Contains about 1,200 basic American idioms, listed and defined for the Spanish-speaking English learner. Excellent supplement to any course of study.	0.75	10	7.50
<u>Modern short stories in English</u> , by R. Dixson Seventeen stories dealing with present-day American life. For advanced students. Revised edition.	1.50	5	7.50

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
<u>U.S.A. Readers</u>			
An exciting series combining reading practice with interesting and important subject matter. Graded vocabulary.			
Book I. The land and the people.	1.25	5	6.25
Book II. Men and history.	1.25	5	6.25
Book III. Men and machines.	1.25	5	6.25
Book IV. Customs and institutions.	1.25	5	6.25
<u>Item [by type of equipment. Manufacturer indicated]</u>			

1. RECORD PLAYERS. [for in-library use]

Audiotronics, 7428 Bellaire Avenue, P.O. Box 151,  
North Hollywood, CA 91603

ATC 303 "Instant Replay" record player (20 watt), with digital counter and tutorette. Full fidelity sound reproduction. Tutorette enables user with a microphone/headset to listen to his own voice and compare his response to the record. Includes a Pause Control for stopping and starting the record without lifting the tone arm, and a unique Instant Replay Control which automatically reverses record direction to allow repetition of a phrase or selection. Ideal for language instruction records.

104.95 5 524.75

2. CASSETTE DECKS. [for in-library use]

Wollensak 3M, Minicom Division, 3M Center  
St. Paul, Minn. 55101

Wollensak Model 2525AV

A heavy duty audio-active AC cassette recorder with listen-respond-record-compare capability. Designed for rugged use in foreign language instruction. Easy to operate controls color-keyed and interlocked for intuitive use.

262.00 5 1,310.00

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
3. MICROPHONE/HEADSETS. [for in-library use] Audiotronics, 7428 Bellaire Avenue, P.O. Box 151, North Hollywood, CA 91603  HS-6 [For use with both 1 and 2 above] Lightweight, easily adjustable headset with built-in, low impedance dynamic microphone.	17.95	12	215.40
4. CASSETTE TAPE RECORDER/PLAYER. [for circulation] Wollensak 3M, Minicom Division, 3M Center St. Paul, Minn. 55101  Wollensak 2720 Cassette Tape recorder Light weight, portable, AC-powered cassette re- corder. Single function control switch. Build-in power cord. Safety interlocks prevent accidental erasure.	59.95	50	2,997.50
5. CASSETTE DUPLICATING SYSTEM. Wollensak 3M, Minicom Division, 3M Center St. Paul, Minn. 55101  Wollensak Cassette Duplicating System is a new and unique concept in cassette duplication which provides the ultimate simplicity of operation, maximum flexibility in use, and unmatched protection against damaged or faulty cassettes. Duplicates cassette-to-cassette and/or reel-to-cassette, with simple pushbutton controls. Modular design. Fault- sensing warning lights indicate jammed cassettes. May be set for automatic rewind. Duplicates a 30 minute tape in 7 1/2 min.			
6030AV Reel Master	499.00	1	499.00
2750AV Cassette Master	499.00	1	499.00
2760AV Cassette Copiers (slaves)	299.00	4	1,196.00

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
6. CASSETTES (BLANK).			
New England Film Service, Inc., 300 Second Avenue, Waltham, MA 02154			
NEF C-60 Unconditionally guaranteed. 60 min. Cassette blank.	1.10	500	550.00
NEF C-30 Unconditionally guaranteed. 30 min. Cassette blank.	1.00	500	500.00
7. CASSETTE CIRCULATION BINDERS			
Center for Cassette Studies, Inc., 8110 Webb Ave., Los Angeles, CA 91605			
Audio-Text Cassette Circulation Binder Looks like a book. Tough vinyl cover. Crush proof. Holds one cassette. Includes pocket for circulation card.	(doz.)18.00	100 doz.	1,800.00
8. STORAGE UNITS			
Luxor, Jack C. Coffey Co., Inc., Waukegan, ILL 60085			
Luxor Tape Recording Library No. 1404T complete with base, locking doors, 7 adjustable shelves. Holds up to 350 5" or 7" tapes. [reel-to- reel]	397.60	1	397.60
Luxor Leader Cassette Library No. 301-TCL Files 750 cassette boxes in 6 drawers. Includes lock and key.	290.40	2	580.80

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
Luxor Mobile AV Security storage center No. 750 To hold circulating cassette players. Constructed of steel with locking double doors. Four shelves. Will hold up to 1,000 lbs. of equipment.	589.00	1	589.00
Reynolds Enterprises, 512 S. Fair Oaks, Pasadena, CA 91101			
Record Storage and Browser Bin No. 25-312-DST Consists of three browser bins with two-tier storage underneath. Wall unit. Holds up to 675 disc re- cordings.	85.00	1	85.00
9. LISTENING POSTS			
Reynolds Enterprises, 512 S. Fair Oaks, Pasadena, CA 91101			
Single listening post B60 Single carrel, housing for record players/cassette decks. Wood on tubular steel legs. Shelf. Record player/cassette deck mounts flush with table top.	65.00	10	650.00
Installation costs for table mounting record players in above listening posts.	50.00 per machine	5	250.00
Installation costs for table mounting cassette decks in above listening posts.	40.00 per machine	5	200.00

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
Beckley-Carey, 1900 N. Narragansett Ave., Chicago, ILL 60639			
Challenger Tubular Steel Chairs WD993-121 Welded 1" tubular steel frame. Posture designed seat is natural finish birchwood plywood. Rubber cushioned, case hardened steel glides.	7.25	10	72.50

10. BROCHURES

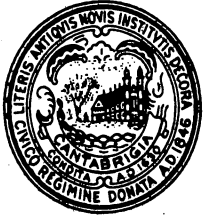
For the design and production of an illustrated, descriptive brochure to be delivered to every home in the areas of the city with high density of non- English speaking and Black residents. Would describe facilities of the language learning center multi-lingually. [approximately 21,000 occupied housing units in these areas - 1970 Census]	110.00	21,000 per 1,000	2,310.00
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## APPENDIX A

## SWAHILI MATERIALS

<u>Item</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
<b>1. TAPES</b>			
Harper and Row, 49 East 33rd St., New York City, New York 10016			
<u>Kiswahili Kwa Kitendo Swahili conversation course.</u>			
Set of pre-recorded tapes.	275.00	1	275.00
Textbook.	7.95	30	238.50
<b>2. DISC RECORDINGS</b>			
Conversaphone Institute, Inc., 225 W. 34th St., NYC 10001			
<u>Conversaphone Swahili conversation course.</u>			
Conversa. 150	4.98	10	49.80
<b>3. BOOKS</b>			
Africana Publishing Corp., 101 5th Ave., New York City, New York 10003			
Dira, David E. <u>Swahili readers.</u> 2 vols.			
Volume one.	2.00	5	10.00
Volume two.	2.00	5	10.00
Mhina, George. <u>A Swahili anthology.</u>	2.25	5	11.25
Drum and Spear Press Inc., 1802 Belmont Rd., N.W., Washington, D.C. 20009			
Muganda, Bernard. <u>Speaking Swahili.</u>	1.75	10	17.50

<u>Item (cont.)</u>	<u>Unit Price</u>	<u>Recommended Quantity</u>	<u>Total Cost</u>
McKay, David, Co., Inc., 750 3rd Ave., New York City, New York 10017			
Perrot, D.V. <u>Teach yourself Swahili.</u>	3.50	10	35.00
Saifer, Albert, Publisher, Box 56, Town Center, W. Orange, N.J. 07052			
Haddon, Ernest B. <u>Swahili lessons.</u>	7.00	5	35.00



# CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139  
Tel. 876-6800

EXECUTIVE DEPARTMENT  
JOHN H. CORCORAN  
City Manager

September 10, 1973

To the Honorable, the City Council:

Under date of September 18, 1972, your Honorable Body was advised of the fact that the Cambridge Public Library submitted two proposals to the Massachusetts Bureau of Library Extension for grants under the State Plan for Library Services Construction Act - Title I.

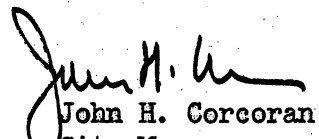
We have now received word that the City of Cambridge has been awarded the following grants -

\$15,000.00 - Teen Drop-In Centers

\$18,000.00 - Establishment of an Informal Self-Help Program for the learning of English as a Second Language.

In order to finalize the paper work in connection with these grants, it is respectfully requested that your Honorable Body make formal acceptance. Attached herewith for your favorable action please find the proposed order of acceptance.

Very truly yours,

  
John H. Corcoran  
City Manager

JHC/b

Agenda #1

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Comm. from John H. Corcoran, City Manager,  
requesting your Honorable Body to accept two  
grants to the Cambridge Public Library Service  
Construction Act - Title I Special Grant  
Project for the 1973 fiscal year - \$15,000-  
Teen Drop in Centers & \$18,000.-Establishment  
of an informal self help Program for the  
Learning of English as a Second Language.

In City Council,

Sept. 10, 1973

*[Handwritten signature]*