

## **Friends of the Arlington Public Library Meeting Minutes February 5, 2018**

**I. Call to order** at 7:09 pm. Present: Kate Summers President; Martin Pippins, Treasurer; Kelly Fado, Secretary; Sharyn Meister Aurora Hills; Nada Sulaiman Cherrydale; Judith Kindell Shirlington; Gineane Goldsmith, Westover; Joni Sterne DPT; Marx Sterne FOAL member DPT. Julia Karell – Library and Peter Petruski - Library

**II. Approval of Minutes** – The Board Approved the December 2017 minutes were approved unanimously.

On January 20, 2018 via email the Board approved the October 2017, November 2017 and January 2018 Meeting Minutes. Members voting for approval were Kate Summers, Linda Goldberg, Martin Pippin, Eva Griffith, David Evans, Sharyn Meister, Kelly Fado, and Kate Schweigart.

### **III. Updates on the preparations for the Lit Up Ball**

- Kate needs baskets and donations for baskets, goal is 15 baskets
- Board members were reminded that when we solicit items for donation we should make it clear that it's "to benefit FOAL." It's not a fundraiser as we're not offsetting the cost of the Lit Up Ball
- The Board approved the selling of t-shirts with the Lit Up Ball art
- The Board made it clear that they were running the raffle and so Library employees could participate in the raffle.
- Raffle prices are \$1.00 a ticket or \$25 for \$20.

**IV. Book Totes** – still no entries for our contest but the deadline isn't for a few more weeks.

### **V. Requests for books from Arlington charities/organizations**

We frequently get requests for book donations from causes that promote literacy. We just received one from VA Refugee Student Achievement whose goal is to help refugees learn English. They are looking for youth and children's books. Joni is going to check to see if they will accept used Library books as we have boxes of those already. Some local schools (Thomas Jefferson Middle, and Carlin Springs are also looking for donations of books.

Motion by Kate: FOAL would support up to 5 vouchers for \$50 good only on Sundays of the book sale to Arlington County organizations supporting literacy upon application to the FOAL Board. Sharyn seconded the motion, it passed unanimously.

### **VI. Treasurer's Report**

We have \$2.2 million at the Arlington Community Foundation, it's been earning about a 13% return. We need a financial plan – we agreed that we need to discuss this at length at a future meetings with the goal of agreeing to a 5 year plan. We will aim to do this at our May meeting.

Received from our last book sale: Wonder Books \$1,900; Standard books \$1,500; Quinn's Auction \$394.00.

### **VII. Library Report**

In response to our request at the last meeting for a financial baseline on the FOAL store, Peter provided us with this chart: it's the January 2018 earnings of each of our FOAL stores: Central, Aurora Heights, Cherrydale, Columbia Pike, Glen Carlyn, Plaza, Shirlington, and Westover.

BRANCH	FRIENDS ITEMS			TOTALS
	Booksale	Tote Bag	1GB USB	
CE	\$1,456.65	\$32.00	\$5.00	<b>\$1,493.65</b>
AH	\$366.50	\$0.00	\$0.00	<b>\$366.50</b>
CH	\$50.60	\$6.00	\$0.00	<b>\$56.60</b>
CP	\$338.25	\$16.00	\$0.00	<b>\$354.25</b>
GC	\$56.05	\$0.00	\$5.00	<b>\$61.05</b>
PL	\$0.00	\$2.00	\$5.00	<b>\$7.00</b>
SH	\$1,242.90	\$8.00	\$0.00	<b>\$1,250.90</b>
WE	\$505.05	\$18.00	\$5.00	<b>\$528.05</b>
<b>TOTALS</b>	<b>\$4,016.00</b>	<b>\$82.00</b>	<b>\$20.00</b>	<b>\$4,118.00</b>

Peter will update this very helpful spreadsheet monthly so we can better track sales by store.

In addition, the Library reported that Arlington County employees can use their 4 hours of paid volunteer time to help with our book sales.

The happy hour in January was well attended with 200 people and 9 new FOAL members

The Grooving on the Pike in Jan had 225 people!

March 2 at Columbia Pike there is a Bluegrass band.

Construction: Still on schedule to be completed by end of May.

Board asked Peter and Julia to looking into carousels for magazines and paperbacks.

Board asked whether the doors can be left open. Or eliminated altogether?

## VII. Update on Book Sale – April 5-8

Board needs to email Nada what shifts they can work

CBO is working with Board to update membership lists in preparation for the upcoming sale.

March Meeting will have a Board training component so everyone knows what's expected as shift leaders at the book sale. Stuff like no strollers, no blocking exits. We discussed ways to expedite check out.

Kate is ordering the registers

## VIII. Board Projects

Kate, and her husband, are redesigning the brochure

Kelly is working on RFP for new website

Marty is working on updating our financial paperwork and finishing the audit.

Kate and CBO are working to ensure our Membership List is ready for book sale.

Adjourned at 8:45 pm

**Upcoming Events:**

- 3/2 Groovin' on the Pike – BlueGrass at the Columbia Pike Library 7-9pm
- 3/22 Lit Up Ball – at Clarendon Ballroom- Dark Fairy Tales
- 3/31 from 11am-2pm – Women Small Business Fair at Central
- 4/4 -4/8 Book Sale at Central Library Garage
- 4/18 - Arlington Reads featuring Katherine Boo at Central
- 5/3 - Arlington Reads featuring Richard Rothstein at Central
- 5/17 - Arlington Reads featuring Matthew Desmond at Central
- TBD - Books & Bubbles – Shirlington

**Next Meetings – all begin at 7pm**

- March 5, at Westover
- April 23, at Glen Carlyn
- May 14, at Columbia Pike
- June 11, at Central – Annual Meeting

**2018 Friends of the Arlington Library Board of Directors**

President – Kate Summers

Vice-President – Linda Goldberg

Secretary – Kelly Fado

Treasurer – Martin Pippen

Aurora Hills - Sharon Meister

Central Library – Eva Griffeth

Cherrydale – Nada Sulaiman

Columbia Pike – Mike Beglinger

Glen Carlyn – Kate Schweigart

Plaza Representative – David Evans

Shirlington - Judith Kindell

Westover – Gineane Goldsmith