

**March 25, 2019**  
**Friends of the Arlington Library**  
**Board Meeting Minutes**

Present: Kate Summers, Kate Schweigart, Marty Pippins, Judith Kindell, Gineane Goldsmith, Laura Porter, Rob Hizon, Sharyn Meister, Judith Hijikata, Nada Sulaiman, Kelly Fado, Joni and Marx Sterne, and representing the library: Julia Berg and Peter Petruski.

**I. March 4 minutes**

Judith Kindell moved to waive the reading of the minutes, Kate Summers seconded, and the motion was approved. Judith moved acceptance of the minutes, Sharyn seconded, and minutes were unanimous approval by Board.

**II. Lit Up Ball Quick Overview**

- We ordered too much alcohol but are able to return some of it to Total Wine.
- We need to figure out how to drive down food costs – ideas include elimination of passed hors d'oeuvres, more cheese plates, no seafood.
- We can also use 2 tables for food to reduce line
- The cocktails were popular and so were the raffle baskets.
- First sell-out and first time at a library and people loved being in a library after hours.
- We can raise prices next year and have a shorter “early bird” period.
- Lots of positive comments about the decorations, photo booth, raffle baskets, and being in the library.
- Shirlington Library was a great venue, the space worked well.
- Final costs be available in May or June.

**III. Budget Update from Diane**

- The Budget is likely going to be balanced without closing libraries. The County Manager is recommending a \$300k bump to base to refresh collections.
- Kate Summers, Kelly will be speaking at the upcoming budget hearing.
- FOAL asked Diane about reports that the Columbia Pike branch may be given to Arlington Tech High School. Diane said that the schools would like space in the library by 9/2019, and a working group is going to be formed to look for solutions. Columbia Pike library may end up moving – and a larger space might be possible on the first floor of one of the new buildings going up on the Pike. It's too soon to know.
- An additional library in Arlington Mill Community Center is also a possibility.
- Closure of the connection when the lease ends is possible as well.
- FOAL asked to be kept apprised and Board members expressed support for additional programming and support for Arlington Mill & Columbia Pike libraries.
- FOAL unanimously approved adding Joan H. Nester to the FOAL plaque in Central Library.

#### **IV. Website Update**

- Tara was present and walked the Board thru the new website. The Board had some changes to text, and approved the launch of the new site.
- Mail Chimp has been populated with our members and those who bought tickets to the Lit Up Ball. Laura volunteered to write the newsletter.
- Volunteer section of our site still needs work as we are doing the upcoming sale manually.
- First priority is membership maintenance, we are currently running a spreadsheet of Members and will work on memberships so that members can log in and verify their own memberships and so that we can run reports rather than relying on a spreadsheet. We also need to find a quick way to verify membership at the book sales.

#### **V. Board Announcements**

Kate Schweigart and Nada Sulaiman are both leaving the Board in June. We will miss them, and commend them for their dedication and service to the Board over the many years they have served.

#### **VI. Book Sale Details**

- Need more Board Members working on Thursday and Sunday.
- Teachers get 50% off with badge or ID
- Eileen may end up working slightly more hours than we planned, it's hard to tell at this point, there's so much to do.
- We need to update the Sale Manual after this sale so that it has checklists and has the most recent information.
- Suggestion to buy some new Squares that work with the new iPhone – so they plug into the power slot, not the non-existent headset jack.
- Suggestion to think about using EBay registers or Square registers rather than renting cash registers. Is there a way to generate a report that shows us cash sales vs credit sales? We may be able to save money this way at future sales.

#### **Board Decisions**

- Approval of the March 4 minutes
- Approval to add Joan H. Nester to the FOAL plaque in Central Library.

#### **Upcoming Meetings:**

April 2, 7pm	Public Comment on the County Budget.
April 4-7	BOOK SALE
May 6 @ 7pm	Next FOAL Board Meeting