

**Friends of the Arlington Library
Board Meeting Minutes**

Present: Kelly Fado, Kate Summers, Martin Pippins, Claire Christian, Judith Kindell, Rob Hizon, Sharyn Meister, Joni and Marx Sterne, Jamie Krovontka, Laura Porter, Maggie Colston, Gineane Goldsmith, Peter Petruski.

I May 25 Budget Meeting minutes, via email

MOTION: Sharyn Meister moved for acceptance of minutes; Rob Hizon seconded; minutes were approved unanimously by the Board.

June 3 Board Meeting minutes, via email

MOTION: Sharyn Meister moved for acceptance of minutes; Rob Hizon seconded; minutes were approved unanimously by the Board.

II Advocacy

Two openings on Board, for Aurora Hills representative and Shirlington representative.

Columbia Pike is getting upgrades to the first floor of the current location; the school is taking control of the second floor of that location for its education needs. Arlington Mill is still on hold, but the Library may consider a pop-up based on the success in Ballston.

III Branding

Money is needed for updated branding in Maker Space, Bookstore, Membership to include tablecloths, signage, bookmarks, updated forms. Signage in Bookstore will indicate purchases support FOAL and “how to pay for books.”

MOTION: Kate Summers moved to spend up to \$2,000 for updated branding in Maker Space, Bookstore, and for Membership purposes; Laura Porter seconded; motion was approved unanimously.

IV Membership

Creation of a new portal is underway which will allow members to check their membership status and print out verification to make check-in at book sale, printing tax forms, and membership renewal easier. Once membership rolls are edited and updated, Board should consider potential other benefits of Membership. Tax letters are being automated.

V Book Sale

Check-in will begin throughout the line at 3:00 pm. Updates to the manual are nearly complete. Rules for book sellers will be printed and 9:00 pm must be a firm end time - so book sellers need to find a checker/cashier at least one hour before closing time. Pete will look into having additional security throughout the sale, not just at the gate. Board members will wear vibrant t-shirts or buttons to help us stand out. Maggie will manage volunteers via SignUp Genius.

MOTION: Judy Kindell moved to subscribe FOAL to SignUp Genius Pro Silver (at the current rate of \$100/year) to manage book sale volunteers; Sharyn Meister seconded; motion was approved unanimously.

VI Update from Library

100th Anniversary of Suffrage event at library - 19 events for 19th Amendment. Lit Up Ball - try one more time to attempt a profit? Need to increase efforts to make money from this event: raise prices, desserts/drinks only, no hors d'oeuvres are some options. Shirlington and Westover are testing sales of withdrawn library materials in their bookstores.

VII Gift Planning

FOAL will work with Arlington Community Foundation to accept bequests and offer other gift planning options.

VIII Budget

Spending is up this year - for important projects and programs at the library. Board might consider an annual gift to the library from its Foundation account. Also, use interest income for Board development/training and/or strategic planning.

Board Decisions

- **Approval of May 25 Budget Meeting and June 3 Board Meeting minutes.**
- **Approval of up to \$2,000 for updated branding.**
- **Approval of subscription to SignUp Genius Pro Silver level.**