

June 3, 2019 at 6:30pm
Friends of the Arlington Library
Annual Meeting Minutes

Present: Kate Summers, Judith Kindell, Gineane Goldsmith, Laura Porter, Rob Hizon, Sharyn Meister, Nada Sulaiman, Jamie Krovontka, Maggie Colson, Kelly Fado, Joni and Marx Sterne, and representing the library: Julia Berg and Peter Petruski.

I. Presentation by Kate Summers, President of FOAL

Kate highlighted FOAL's accomplishments during the years she led FOAL:

- Advocacy on behalf of the library and we mobilized volunteers and members to testify in support of the Library's budget and convinced the County Board to increase the collections budget by \$300,000. This means shorter wait lists!
- Professionalization of our administrative functions by hiring Complete Back Office to process donations, and maintain our financial records.
- Clean audits – we have repeatedly received clean audits on our finances.
- Redesign of our website and a new logo, thanks to local vendor Design TLC owned by Arlingtonian Tara Claeys. We could not be happier with her work.
- We have expanded into Social Media with Instagram so now you can find FOAL on Facebook, Twitter and Instagram.
- Statistics – in 2019 FOAL spent \$329,000 in support of the library. This allowed 57,000 children to attend over 10,000 preschool programs. 114,000 youth read books, 900 students attended Paws to Read programs, the libraries held over 1,300 storytimes. And FOAL contributed \$90,000 toward the collection budget for the library.
- The programming we are able to do in Arlington adds a quality and depth of dialogue to our community, many thanks to Diane Kresh and the amazing team of librarians who serve our community so well. Thanks also to Julia Berg and Peter Petruski for their guidance and support.

II. Treasurer's Report

Our Treasurer, Marty Pippins is out of the country today so our Vice President, Judith Kindell will give the Treasurer's Report.

- Highlights for last year include investments of 2.2 million with about \$400k in savings.
- Our revenues last year were just short of \$500k and came largely from the 2 book sales and donations.

III. By Law Change, this is posted on our website: <https://arlingtonlibraryfriends.org>
Proposed Changes to By-Laws

The Board proposes to make the following changes to by-laws. The current by-laws provides for several board positions with specific duties, none of which are currently filled. The proposed change would allow us to be more flexible in appointing additional board members with the potential to take advantage of skills and duties not currently contemplated.

Current By-Law Provisions

ARTICLE XI. SPECIAL COORDINATORS

Section 1. The Executive Board of the Friends shall appoint by vote members in good standing to serve as special coordinators in support of the mission of the Friends.

Section 2. Volunteer Coordinator. The volunteer coordinator shall manage the list of FOAL volunteers, contact and develop relationships with current and potential volunteers, and assist the Executive Board in scheduling volunteers for all FOAL events requiring volunteer support.

Section 3. Book Sale Coordinator. The book sale coordinator is the Chair of the Book Sale Committee, and is responsible for the planning and management of the regular book sales hosted by the Friends. The book sale coordinator shall manage and update the book sale plan, policies, and procedure document(s). The book sale coordinator shall present recommendations for and take action as directed by the Executive Board in executing the sale. The book sale coordinator may not commit FOAL funds absent approval from the Executive Board.

Section 4. Event Coordinator. The event coordinator is responsible for planning all non-book sale events, and for supporting Library hosted events where appropriate. The event coordinator shall assist the Executive Board in planning, managing, and executing FOAL events. The Event Coordinator will work with the Volunteer Coordinator as needed to recruit volunteers for events. The event coordinator may not commit FOAL funds absent approval from the Executive Board.

Section 5. Membership Coordinator. The Membership Coordinator manages all aspects of member recruitment and membership list management. This Board member also ensures data (e.g., contact info, date of dues payment, etc.) associated with dues paying members is entered and maintained in official membership databases.

ARTICLE XII. EXECUTIVE BOARD

Section 1. The Executive Board shall be composed of the elected officers of The Friends, the immediate past president of The Friends, the Branch Representatives, and the special coordinators. The Director of the Arlington County Library shall be an ex-officio director.

Recommended Change

Replace Article XI with the following:

ARTICLE XI. MEMBERS AT-LARGE

Section 1. The Executive Board of the Friends shall appoint by vote one or more members in good standing to serve as members at-large in support of the mission of the Friends.

Section 2. Members At-Large shall have such duties and responsibilities as may be assigned by the Executive Board.

In Article XII, replace “special coordinators” with “members at-large”

Kelly Fado moved the bylaw change be accepted. Rob Hizon seconded, and the change was approved by voice vote.

IV. **Slate of Officers – this is also posted on the FOAL website:**
<https://arlingtonlibraryfriends.org>

President- Kelly Fado
Vice President – Judith Kindell
Treasurer – Martin Pippins
Secretary –Jamie Krovontka

**The slate of officers was moved by Laura Porter, seconded by Sharyn Meister
And the slate was accepted by voice vote.**

FOAL Board Membership 2019-2020

Aurora Hills – Sharyn Meister
Central Library – Rob Hizon
Cherrydale – Kate Summers
Columbia Pike - open
Glencarlyn – Laura Porter
Plaza – Claire Christian
Shirlington - open
Westover – Gineane Goldsmith
Member at-Large – Maggie Colson

V. **Transitions**

Diane Kresh talked about how wonderful Kate has been to work with and how well she has led the FOAL Board. A sentiment the entire Board wishes to echo. We are very happy that Kate has decided to stay on the Board as the Cherrydale Rep. Nada Sulaiman is transitioning off the Board this year. She has served longer than any of us and was also our volunteer coordinator. We thank Nada for her service and guidance, and wish her well in all her future endeavors.

Board Actions

- Approved by law change allowing Members-at-large instead of special coordinators.
- Approved the slate of officers.

Upcoming Board Meetings & author events

No July Meeting

August 5 --Board Meeting at 7pm at Central

September 5 – Elizabeth White, author of “55, Underemployed and Faking Normal” at 7pm Central

September 9 --Board Meeting at 7pm at Central

September 23-- Board Meeting on Book Sale

October 3-6 --BOOK SALE

October 10 – Tommy Orange, author of “There, There” at 7pm Central

October 23 – Stephanie Land, author of “Main: Hard Work, Low Pay, and a Mother’s Will to Survive.” at 7pm Central

November 4 – Board Meeting at 7pm at Central

December 2 – Board Thank you and Listening session – Location TBD