

May 6, 2024

Friends of the Arlington Public Library (FOAL) Board Meeting Minutes

Board Members:

Present: Claire Christian, Rob Hizon, Natalia Lanteigne, Judy Kindell, Kate Summers, Jamie Krovontka, Brittany Robertson, Laura Porter, Todd Ludeke, Jane Posner

Absent: Kelly Fado

Others Present:

Library: Diane Kresh and Rebecca Case

Other: Marty Pippins, Merri Horn, Amy Miller, Don Camp from the Mary Riley Styles Foundation of Falls Church

Meeting called to order at 7:05 p.m. by President, Claire Christian

I. April 1, 2024 board meeting minutes

MOTION: Judith Kindell moved to approve the April minutes; Jamie Krovontka seconded; motion was approved unanimously.

II. Library report

Diane thanked Claire and Kate for coming to Futures of the. Accenture will give a first read-out of summary of points in May.

The winter reading program was successful with a high level of participation and completion compared to prior years. Because of this, the library had to dip into summer reading funds, which means the library is short \$18K in their ability to pay all of the performers/prizes that goes into summer reading. The library is asking FOAL to cover that gap and they will provide FOAL further details with a breakdown of costs.

- Jane suggested the library look into having reading program prizes donated by companies (Amazon, Scholastic). Rebecca to look into this.

Rebecca will send details of winter reading and revenue spreadsheets from the bookstores and merchandise. A full budget for FOAL will be presented at the June meeting, as well as details of next year's Arlington Reads program.

MOU/MOA update: need to wrap this up and the document is currently with the attorney's office. Diane will check on status and will report back to the FOAL Board.

III. Finance Update

\$1.9M in ACF, \$135K in two bank accounts.

Marty prepared financial report and Natalia and Claire are reviewing.

IV. Book sale report

Overall, the book sale went smoothly in terms of logistics, volunteers, and dealer behavior. There were some problems with the cash registers getting up and running. In the future, will do the testing earlier to make sure that all registers are operating.

Load out of leftover books went well. Per Merri, we estimate that 79-80% of weight of books sold during the sale, which corresponds to calculations of boxes.

Discussion to consider adjusting the hours for the fall book sale. Marty requested and Claire agreed that we lock any changes down at the June Board meeting before the advertisement gets set up on booksalefinder.com.

Front table book sale amount (specialty books): \$10,042.50

Rebecca: Quincy Room has been booked for the next sale. Asks FOAL to consider matching store prices to what's being sold at the sale (ex: kids' books). Rebecca also has a list of suggestions and possibilities for the fall and would like to form a book sale subcommittee to get together at the end June or July to work re: marketing, technology, accounting. Marty compiled list of those interested.

Claire thanked DPT and all volunteers for a wonderful book sale.

V. Jesmyn Ward event update

Jesmyn Ward event is coming up with 22 tickets sold (cleared \$1K). Library has amplified the messaging. Discussion of comping extra tickets if available to VIPs in the area, teachers. Need to research gift threshold for County Board members.

VI. Donations and membership report

Jamie reported: April 1-30, 2024

- We had 225 donations totaling \$7,816.09 (\$7,300 was from Library Giving Day)
- We had 268 new/renewals totaling \$9,725 (includes 1 new lifetime member)
- We have a total of 1,151 FOAL members (285 lifetime members)
- We sold \$1,330 worth of merchandise at the Spring book sale
- We raised \$634.90 from the Lebanese Taverna fundraiser

VII. AOB

Guest, Don Camp thanked board for having him sit in on the meeting. Two issues that they are grappling with – 1.) how to handle their endowment and 2.) they're in the process of negotiating MOU with the library to guide dealings with one another. May want to consult FOAL board.

VIII. Next board meeting

The next board meeting will be on Monday, June 10, 2024 at 7 p.m. via Zoom.

Board Decisions

- Approval of April minutes.
- Approval from Board on May 8, 2024 via email to approve \$18K for summer reading.

Action Items

- Discuss financial report recommendations at the June meeting.
- Discuss and decide on any potential changes to the fall book sale hours.
- Come up with a master document that lists non-profits who receive a \$50 gift certificate to shop the book sale.

FOAL Board Meeting adjourned at 8:00 p.m.

Executive Session: 8:01 p.m.

- Discussion of \$18K request from the library. Action to get additional information from the library and review their request.
- Brief discussion of financial report and this will be fully discussed at the June meeting.

Executive session adjourned 8:20 p.m.

Minutes submitted by Amy Miller