

September 9, 2024

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

Board Members:

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

Absent: Kelly Fado, Jane Posner

Others Present:

Library: Rebecca Case, Sarah Daviau

Other: Marty Pippins, Merri Horn, Barbara Adde (interested in being on Board), Amy Miller

Meeting called to order at 7:03 p.m. by President, Claire Christian

I. July 1, 2024 board meeting minutes

MOTION: Jamie Krovontka moved to approve the June minutes; Laura Porter seconded; motion was approved unanimously.

II. Library report

Rebecca thanked the board for all of the various subcommittee meetings that have taken place and will be sharing revenue reports for the stores via email. The cubicle remodel in CAD is being delayed until the middle of October. The library will provide an update on MOA after the September 14, 2024 County Board meeting.

Rebecca asked the board to consider extending the 50% discount in FOAL bookstores to volunteers and staff.

MOTION: Judy Kindell moved to approve a 50% discount to volunteers and staff in the FOAL bookstores; Jamie Krovontka seconded; motion was approved unanimously.

III. Finance Update

\$2M in ACF, \$78K in two bank accounts. At the next board meeting, Natalia will walk the Board through FY2024 revenue report.

IV. Donations and membership report

July 1 to 31, 2024:

- We had 10 donations totaling \$1,967.23
- We had 16 new/renewals totaling \$525.00

August 1 to 31, 2024:

- We had 14 donations totaling \$2,610.82
- We had 41 new/renewals \$2,370.00

There are a total of 1,171 FOAL members (291 lifetime members) We sold 55 t-shirts during the sale this past month (\$825).

Merchandise discussion: we will hold on ordering more merchandise for now.

V. **Book sale**

Marty had a meeting with Rebecca and ITT in July. We will implement renting tap machines starting with the Spring 2025 book sale.

There will be a September 16 meeting to test all registers, and Rebecca has put a ticket in for getting trees trimmed in the main parking lot. Rob and Marty are discussing the possibility of using laundry carts to shuttle books back and forth the Monday after the sale to avoid the use of shrink wrapping as well as to save on time and labor.

Other tasks completed:

- Three trucks are arriving on October 7, 2024 and 30 gaylords have been ordered.
- Hot spots have been reserved for the Quincy Room and the room will be available Wednesday, October 2 onwards.
- The volunteer email has been sent out for people to sign up.
- Natalia has the summary of tip money and seed money needed for the sale.

Discussion of food ordering for volunteers. Marty and Rob will get back to Kate on needs for each day. Kate will get quotes from vendors.

Merri reported that we have had a couple of big donations recently. We will have a lot of philosophy books and are stocked for trade and literature. Amy to push philosophy on social media. The last day for donations is September 25, 2024 and Amy will post on the website and social media.

Discussion of the \$50 coupon we offer to literary/non-profit groups at the book sale. It was decided that we offer \$50 worth of books to literary charities who ask at the book sale or via email prior to the book sale. Board members should collect a business card or contact information for those who are approved on site.

MOTION: Judy Kindell moved to offer \$50 worth of books to literary charities at the book sale. Laura Porter seconded; motion was approved unanimously.

VI. **Events updates – Glencarlyn and Diane’s Celebration**

Laura reported on the Glencarlyn event on September 21, 2024. FOAL will have a table and we have ordered a cake, cheese platters, etc. Judy will be there to help support selling merchandise. Several county board members will also be in attendance.

Claire reported on the event being planned to celebrate Diane on September 27, 2024. Kate has secured catering from POM at a reasonable price. Invites sent, program being set, and bartender secured. We will have a table with FOAL merchandise for sale along with an opportunity to donate to FOAL since this event is no charge to attendees. The library will create signage for the event.

VII. **AOB**

Welcome to Barbara Adde, who is interested in joining the Board. Barbara introduced herself. She is recently retired and would like to use her time to give back. She would

like to see how FOAL can connect to schools and bring the joy of reading to the younger generation.

Claire would like to have new board members have a clearly defined direction/role.

Rob brought up our ACF fund and suggested a vote on moving our account from a medium term investment fund into the long term investment fund.

MOTION: Jamie Krovontka moved to approve moving the ACF fund from a medium term investment fund to a long term investment fund. Kate Summers seconded; motion was approved unanimously.

Claire and Rob shared that a library patron offered to buy a library book (Asimov's Annotated *Paradise Lost*) if the library ever withdrew it from the collection. The library found that it was a \$4,000 book sitting on shelves, but the value is an outlier. The patron will buy for \$250 and is in Des Moines, so will pay for shipping. Patron has not responded as of this meeting.

The library at the Juvenile Detention Center is getting closer to being ready to go.

VIII. Next board meeting

The next board meeting will be on Monday, October 7, 2024 at 7 p.m.

Board Decisions

- Approval of July meeting minutes.
- Approval to give a 50% discount to volunteers and staff in the FOAL bookstores.
- Approval to offer \$50 worth of books to literary charities at the book sale.
- Approval to move the ACF fund from a medium term investment fund to a long term investment fund

Action Items

- Rob and Marty to provide Kate with book sale food needs.
- Amy to post on social and website book sale updates.

FOAL Board Meeting adjourned at 8:10 p.m.

Minutes submitted by Amy Miller