

December 2, 2024

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

Board Members:

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

Absent: Kate Summers, Kelly Fado

Others Present:

Library: Rebecca Case, Diane Kresh

Other: Marty Pippins, Merri Horn, Amy Miller

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

I. November 4, 2024 board meeting minutes

MOTION: Barbara Adde moved to approve the November minutes; Judith Kindell seconded; motion was approved unanimously.

II. Library report

Rebecca shared an update about The Shop. One of the Glowforge will need to be replaced and Rebecca requests funding for a new Glowforge since this is a big piece of the maker space, used as a laser cutter and engraving tool. The estimated cost is \$4,600. FYI: equipment usage in The Shop was the most utilized at 31.3% of usage total (Glowforge) with 1,100 bookings for the machine. Training is required for this machine.

The Langston Boulevard Alliance would like FOAL to participate in a living history project. Barbara Adde indicated she would be willing to assist.

We had a discussion of the Read for a Cause recipient for the 2025 Summer Reading program. Rebecca will consult with programming to come up with more ideas for recipients.

The Arlington Reads program for the spring was discussed, in particular the Julia Quinn (February) and Curtis Sittenfeld (April) author talks. Programming asked if FOAL would like to hold an event around either of the author talks. Barbara Adde will lead up discussions with programming and report back to the board with options.

Programming would also like to have a discussion around planning for FOAL tabling at the upcoming Arlington Reads events.

Diane and Rebecca then discussed advocacy for FY26. They shared a PowerPoint presentation, with these primary goals; all with the understanding that the library is happy to assist in any of these endeavors:

- Connect with the County Board and Arlington citizens to request support for the OverDrive eCollection.

- Actively recruit to fill empty FOAL Branch representative positions who will then meet with Library Branch managers two times per year, strategic attendance at local Civic Association meetings, etc.
- Connect with neighboring jurisdictions, attend ALA or other association meetings and develop a strategic development plan for the FOAL Board.

Rebecca will send out additional documentation to the entire group to digest and then pick a few components of the advocacy ask to focus on with the library's assistance.

MOTION: Judith Kindell moved to replace the Glow Forge for \$4,600, Brittany Robertson seconded; motion was approved unanimously.

III. **Finance update**

\$2M in ACF, \$144K in two bank accounts.

The ACF is now in long-term investments. Natalia is also working on getting the 990 filed on time so that we can apply to the CFC program. The new email address has been set up for reimbursements and expenses for FOAL board members.

IV. **Donations and membership report**

November 1 to 30, 2024

- 39 donations totaling \$13,167.53 (approximately \$5,631.74 is from Giving Tuesday so far)
- 27 new/renewals totaling \$1,135.00
- Total of 1,261 FOAL members (292 lifetime members)
- Giving Tuesday campaign continues, and final emails/social posted on Tuesday, December 3, 2024.

V. **Upcoming library and FOAL events**

The Gamefest event went well, but unfortunately, we did not meet the minimum for the food truck. The cookies were a hit. FOAL would like to participate in this event next year with more planning and new knowledge in place.

The Feel the Heritage Festival will take place on Saturday, February 22, 2025 at the Charles Drew Community Center. Books are being set aside for this event.

VI. **Book sale update**

Central garage will be closed mid-December for at least 2 months for construction. Everything has to be removed except the fencing for the cage. Three storage pods will be rented and there was a request for approximately \$1,743 for that rental expense.

Confirmation from Marty that there will be an ad for the spring book sale starting in early January. The hours for the Spring 2025 sale are: Thursday 3-7:45 p.m., Friday: 10:30 a.m.-4:45 p.m., Saturday: 10:30 a.m.-4:45 p.m., Sunday: 10:30 a.m.-4:45 p.m.

The garage will be closed to cars. Marty and Claire will check-in with the library mid-to-late January to see how construction is progressing and to see if a backup plan for the spring book sale needs to be put in place.

There was also a discussion of whether or not to have a limited FOAL member sale on Wednesday, April 2, 2025. Rob will write up the options discussed and circulate via email so that a decision can be made.

Additional discussion about volunteers at the book sale occurred, with a potential for requiring volunteers attend a short Zoom call to discuss expected behaviors.

VII. New t-shirt design update

Brittany and Amy are working with the designer to finalize an option for presentation to the board. They expect to have something this month for review.

VIII. DPT update

Merri reported that donations seem to be a little slower than normal in November, so we might have a smaller spring sale than normal. She also encourages everyone to stop into the Central store for the holiday display.

IX. AOB

Rob provided an eBay update. We have connected with a volunteer (Simon) who has extensive eBay experience with the Westport, CT library. The plan is to do a test case of 20 books for sale on eBay and see how that goes. Barbara and Amy will work with Rob to figure out the details such as: what's the time commitment, space needed, opportunities for volunteers, criteria for books, etc. After talking with Simon, what sells on eBay are items that collectors are looking for. Simon said customers were more collectors than dealers. Amy will set up the FOAL eBay account and report back.

X. Next board meeting

The next board meeting will be on Monday, January 6, 2025 at 7 p.m.

Board Decisions

- Approval via email in November 2024 for expenses related to the rental of storage pods for donations/cage storage, which will likely be at least \$1,743.
- Approval of the November meeting minutes.
- Approval of \$4,600 to replace the Glow Forge.
- Approval via email on December 15, 2024 to move forward with a Bridgerton-themed tea at Tea with Mrs. B on Sunday, February 9, 2025 at 1 p.m. as a fundraiser around the Julia Quinn author event.

Action Items

- Rob will write up options for a potential limited Wednesday members night at the spring FOAL book sale.
- Amy to set up a FOAL eBay account.

FOAL Board Meeting adjourned at 8:19 p.m.

Minutes submitted by Amy Miller