

February 3, 2025

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

Board Members:

Present: Jane Posner, Jamie Krovontka, Rob Hizon, Barbara Adde, Natalia Lanteigne, Judy Kindell, Andrew Goodwin

Absent: Claire Christian, Brittany Robertson, Todd Ludeke, Laura Porter, Kelly Fado, Kate Summers

Others Present:

Library: Rebecca Case

Other: Marty Pippins, Merri Horn, Amy Miller, Maureen Quinn, Michelle Kilkenny

Meeting called to order at 7:10 p.m. by Vice President, Jane Posner

I. January 6, 2025 board meeting minutes

MOTION: Barbara Adde moved to approve the January minutes; Natalia Lanteigne seconded; motion was approved unanimously.

II. Library report

Rebecca shared that the library will be hosting a community picnic and joining fair in May at Quincy Park (firm date TBD). This will be the kickoff for summer reading, as well as an opportunity to promote the Share the Love theme for this year. FOAL is invited to participate, and Rebecca will share additional details with the board through email.

Rebecca updated the board on the Summer Reading plans including information on prizes for completion, weekly drawings that will take place and approval of a FOAL form letter that is forthcoming to the board. Programming will be asking for additional funding in the near future.

We discussed the potential for future Amazon funding, as well as what the Amazon grant was used for this year. Rebecca will send Jane follow-up materials so that she can send documentation to Amazon showing their logo on various programming initiatives.

Rebecca would like to earmark the May 5th board meeting as the time for her to present the library request for funding.

The cubicle remodel in CAD is finished, as well as almost done in the DPT space. The garage renovation will likely be completed in mid-February.

Donation of hygiene kits arrived from [Simply the Basics](#). Rebecca is working with Marcom and public services folks to figure out distribution plan. Jane stated that if this program goes well, it would be worth considering replenishing these for the library.

There is an upcoming marketing support meeting this week between Jane, Amy and the library team. Review of pitch packets and overall marketing strategy to take place.

III. Budget advocacy update

Kate has reserved the Fireworks restaurant room for the pizza party prior to the March County Board meeting. Claire and Kate working on contacting community and FOAL members who are interested in advocating at this meeting and elsewhere.

IV. Finance update

\$2M in ACF, \$157K in two bank accounts.

Natalia received a second quarterly report from the library. \$112K has been spent with \$248K left. Natalia will talk with library in an upcoming meeting and will report back.

V. Donations and membership report

January 1 to 31, 2025

- 25 donations totaling \$9,223.36
- 29 new/renewals totaling \$2,010.00
- Total of 1,252 FOAL members (293 lifetime members)

VI. Branch representatives update

Jamie encouraged those who are a branch liaison to reach out to your branch manager to start the conversation to get FOAL working with branches more closely.

Barbara met with the Shirlington branch manager on January 7th. She is looking at ways of doing a welcome package or some way of drawing customers into the library from the surrounding apartments, hotels, etc. Barbara also sent the newsletter advocacy article to all six civic associations and heard back from two.

VII. Upcoming library and FOAL events

The Bridgerton Tea event is Sunday, February 9th. The new merchandise has been ordered and will hopefully be here for the Julia Quinn author event on February 13th.

VIII. Book sale update

Marty reported that the spring book sale hours are up on booksalefinder.com and the FOAL website. He shared that he is working on the trucks who come to get rid of the remaining books and that he will coordinate with Todd on volunteers and volunteer messaging. This information will send out in about a month or so.

The garage will be closed to vehicular and pedestrian traffic starting on Wednesday morning of the book sale.

Details about a potential member event on Wednesday are in the works. The board is waiting on further details to discuss.

IX. Student book review proposal

Barbara sent out an email proposing an idea to involve local students on book reviews to help promote the book sale. The board held a brief discussion around this idea. Barbara will come up with template and start with high schools as a pilot for the spring book sale. Request from Amy to come up with a schedule for social posting and how that integrates with the book sale posts.

X. DPT update

The box count for the spring book sale is down, so we are anticipating a potentially smaller spring sale. Amy will create social posts around book donations focusing on categories that are low: business, computer technology, and crafts.

XI. AOB

Rob reported that we are moving ahead with the eBay effort. Rob purchased a Lightbox and will be taking pictures of the higher value books and listing for sale on eBay. Rob, Barbara, Amy and volunteer Simon Curtis are working on this project. Rob that asked if anyone could help with this project to let him know. If we want to build out this “business”, we will need more volunteers.

Potential new board members introduced themselves. Maureen Quinn was referred to the board by the most recent branch manager at Aurora Hills. She has been volunteering there for 15 years. Michelle Kilkenny is a 30-year Arlington resident whose home branch is Cherrydale but also frequents Central and Westover. Maureen learned about the board openings from Rebecca Case. Her focus the past 5 years has been community engagement since retirement.

XII. Next board meeting

The next board meeting will be on Monday, March 3, 2025 at 7 p.m.

Board Decisions

- Voted to approve Andrew Goodwin to join the FOAL Board.
- Approval of the January meeting minutes.

Action Items

- Board to decide if we can host a table at the Community Picnic and Joining Fair.
- Jane will follow-up with Amazon to provide partnership information.
- Jane and Amy will attend the joint marketing meeting with the library on February 6.
- Branch representatives to reach out to branch managers to start making connections. Branch reps to also reach out to civic associations with advocacy information.
- Kate will scope out a Wednesday members night fundraiser for the book sale.
- Barbara will create a template for the spring book sale book review promotion.
- Amy will continue to post on social about donations in prep for the spring book sale.
- Rob, Barbara and Amy will continue to work on getting the FOAL eBay store set up.

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

Minutes submitted by Amy Miller