

August 4, 2025

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

Board Members:

Present: Claire Christian, Kate Summers, Jamie Krovontka, Laura Porter, Rob Hizon, Judy Kindell, Barbara Adde, Michelle Kilkenny, Brittany Robertson, Natalia Lanteigne, Maureen Quinn, Todd Ludeke

Absent: Jane Posner, Andrew Goodwin, Kelly Fado

Others Present:

Library: Rebecca Case

Other: Marty Pippins, Merri Horn, Amy Miller

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

I. June 2, 2025 board meeting minutes

MOTION: Judith Kindell moved to approve the June minutes; Maureen Quinn seconded; motion was approved unanimously.

II. Library report

Rebecca shared the 2026 Arlington Reads line-up. The Voting Rights exhibit reception at Central Library is on Wednesday; Courthouse exhibit opens during the morning.

Fundraising initiative ideas from the library were shared. Smaller fundraisers: merchandise sales, FOAL lifetime member events, capitalize on merchandise sales, add-ons for successful fundraisers. Larger fundraiser ideas: benefit dinner to coincide with 250th anniversary of the signing of the Declaration of Independence. Tiered fundraising and grants: apply for foundation grants, fundraising with local corporations.

Merchandise sales have been doing really well. Rebecca raised the idea of having a branded storefront in conjunction with more digital fundraising. We could also consider adding smaller book sales in the winter or summer using overstocked categories.

Other fundraising discussion topics included:

- Collaborating with small local businesses.
- Adding food trucks to the book sale weekend.
- Partnering with local business, restaurants and cafes throughout the year.
- Working towards developing a corporate sponsorship program.

Claire and Kate discussed the need for targeted recruitment for board members – specifically members who can focus on fundraising.

Other board member comments included:

- Coming up with the benefits you'll receive as a corporate sponsor.
- Collaborating with one of the cookbook authors to host a dinner. Rebecca will get back to us on author contracts and what is available.
- Build out the Books and Bubbly event.

- Summer/winter pop-up book sales with a hot chocolate bar for the winter, etc.
- Focus on FY2027 – collaborate with the library to know their goals and how we best fundraise to meet those goals.

III. Executive Committee report

The committee met on Sunday and discussed insurance coverage. Kate will review and come back to the board with recommendations. Strategic planning over the next few years was also discussed, potentially using a professional/facilitator. Claire will work on proposals and bring back to the board.

Barbara shared that she thinks having a strategic planning session/retreat would be a great idea. She will review the United for Libraries conference videos.

The committee also discussed smaller subcommittees for various tasks similar to the events subcommittee. Claire would like to use this model for donations and fundraising, possibly also finance and administration.

IV. Finance update

We discussed an overview of financials, bookkeeping services and FY25 reporting. Natalia will report back to the board with recommendations.

MOTION: Judith Kindell moved to authorize Claire Christian to negotiate contracts for a bookkeeper; Laura Porter seconded; motion was approved unanimously.

V. Upcoming library and FOAL events

The event subcommittee reported that we tabled at various events this summer – Culture Queen and Drew Blue Shoes at Lubber Run. The Maggie Stiefvater event that we co-sponsored with One More Page books was very successful. We received a portion of the ticket sales (~\$1,385) and tabling brought in \$425 through sales of t-shirts and tumblers. Upcoming events: Voting Rights reception on 8/6/25, Casey McQuiston on 8/14/25 and Mike Curato on 10/8/25. We need board members to sign up for tabling events. Please take suggestions for new events to the events subcommittee.

VI. Donations and membership report

June 1 to 30, 2025

- 26 donations totaling \$3,939.58
- 20 new/renewals totaling \$1,790.00

July 1 to 31, 2025

- 49 donations totaling \$8,293.01
- 31 new/renewals totaling \$4,440.00

We have a total of 1,374 FOAL members (303 lifetime members)

VII. Book sale updates

Marty would like to have a bag day sale on Monday following the Sunday half price day. The event would be held in the auditorium on Monday afternoon and move out would

take place on Tuesday. Marty will work out location details with Rebecca and Rob and will touch base with Amy to work on advertising once details are solidified.

Additional costs would be minimal (food costs), we simply need volunteers. The books will not be organized in categories.

MOTION: Kate Summers moved to approve moving forward with a bag sale; Laura Porter seconded; motion was approved unanimously.

VIII. Updates from branch representatives

Barbara reported that she has not had any meetings with the Shirlington branch for a few months. She is working on a flyer for new residents and will run it by Claire and Genelle (Shirlington branch manager) for review.

Jamie reported that she has not had a meeting with the Courthouse branch for a while, but that they did report their bookstore selection has been top notch and felt like it was bringing in more traffic.

Claire reported for Andrew that he met with the Columbia Pike branch and had a productive conversation. Discussed advocacy, Grooving on the Pike and other issues.

IX. DPT update

Merri reported that the summer has been very busy with donations, and we have over 1,000 boxes of books. The fall sale will be a large one.

X. AOB

We will be giving DPT their gifts very soon!

XI. Next board meeting

The next board meeting will be held Monday, September 8, 2025 at 7:15 p.m.

Board Decisions

- Approval of the June meeting minutes.
- Approval for Claire Christian to negotiate contracts for a bookkeeper.
- Approval to move forward with a Monday bag sale at the fall book sale.

Action Items

- FOAL board to develop a description for fundraising position on the board.
- Kate will review our insurance coverage and report back to the board.
- Claire will review options for strategic planning and report back to the board.
- Claire will refine details for additional subcommittees.

FOAL Board Meeting adjourned at 8:25 p.m.

Minutes submitted by Amy Miller