

**Friends of the Arlington Public Library Annual Meeting Minutes**  
**January 11, 2018**  
**Central Library**

- I. **Call to Order:** 7:00 PM, Present: Kate Summers-President; Kelly Fado – Secretary; Sharyn Meister- Aurora Hills Representative; Martin Pippins-Cherrydale Representative; Mike Beglinger-Columbia Pike Representative; Kate Schweigart-Glencarlyn Representative; Judy Kindell – Shirlington Representative; Nada Sulaiman-Westover Representative; Peter Petruski - Library Staff; Joedy Cambridge, Donation Team
- II. **Meeting moved:** Note for the Record that the January meeting had originally been scheduled for Monday, January 8 and was moved due to expected bad weather.
- III. **High School Competition:** Kate Summers proposed a design competition open to all Arlington High School Students (except those who are related to a FOAL Board Member) for a logo that will be put on bags for the book sale. Winner will win a \$300 VISA gift card and a bag. The Board approved this contest unanimously and will send it to PTA's and Art Teachers. Board will tinker with the submission language and the parental consent form in the next few days.
- IV. **Foal Officers and Board Members:** Martin Pippin has agreed to become our Treasurer. Kate entertained a motion to approve Marty as Treasurer, Kelly seconded, and the membership unanimously approved his appointment. This move opened the position of Cherrydale Representative, without objection, Nada moved to this position which opened Westover and Gineane Goldsmith agreed to join the FOAL Board as the Westover Representative. Kelly moved her appointment, Nada seconded, and the Board unanimously approved her appointment.
- V. **Treasurer Report:** Marty and Kate reported that our annual audit has begun.
- VI. **Lit Up Ball:** We all need to invite our friends, and give tickets out as gifts to friends. We need to solicit donations from local businesses and restaurants for the auction baskets. Kate Schweigart will circulate the letter she used last year that has our Tax ID number and functions as a donation receipt for businesses.
- VII. **Library Report on Construction:** We were introduced to Peter Petruski, a new member of the Library staff and he explained the imminent construction at Central Library. FOAL was not involved in the decision to move our bookstore, and our donations team restocks that bookstore multiple times a day. Because of the closure of the store, the Board authorized a temporary halt to donations. Messaging will go out on social media and our website and in signs in Central Library. As soon as the new wall is up, mobile book shelves for sale books will be located near the entrance and we'll also use a fixed bookcase near the main entrance. We will also try to use

some of the shelving we purchased for magazines and books near the entrance as well. People will continue to pay at the Customer Service Desk.

At the end of the lengthy discussion, we came up with a list of questions and these were transmitted to Peter via e-mail on 1/12/18 by Michael Beglinger on behalf of the Board.

- o We had concerns about shop lifting and line of site in the space. How has the design addressed this?
- o Who was the POC and who was interviewed for providing input on how to best utilize the space for the book store? How was wheelchair and stroller accessibility taken into account? Do we have specific door hardware going on the doors to assist? Will there be stroller "parking" outside the space available?
- o What kind of signage and wayfinding is provided for the store? At the store and providing direction to get to the store.
- o It is understood that shelving will be provided in the space. Is that shelving going to be modular? Will the contractor be installing it? Is it part of the contract? Do you have cut sheets and specifications on the FF&E for the space that can be shared with us?
- o What is the measurement of the new space?
- o Can we swap rooms with the middle meeting room, this will provide the store a higher capture rate with the flow of people in the library. This would also provide a more secured area to allow a reasonable amount of time for security to respond when goods are stolen.
- o Could we be provided with a copy of the reflected ceiling plans?
- o If we are to utilize the book store as designed and we see an increase in shoplifting can we expect help to ensure stronger measures be put in place?
- o Please confirm the book sales in the spring and fall will not be impacted.
- o Please let us know the location of the construction staging.

#### **VIII. Upcoming Events:**

- ☐ 1/26 Happy Hour – at Central Library
- ☐ 3/22 Lit Up Ball – at Clarendon Ballroom- Theme Dark Fairy Tales
- ☐ 4/4 -4/8 Book Sale at Central Library Garage
- ☐ 4/18 - Arlington Reads featuring Katherine Boo
- ☐ 5/3 - Arlington Reads featuring Richard Rothstein
- ☐ 5/17 - Arlington Reads featuring Matthew Desmond
- ☐ TBD - Books & Bubbles – Shirlington

#### **IX. Next Meetings – all begin at 7pm**

- ❖ February 6, at Shirlington
- ❖ March 5, at Westover
- ❖ April 23, at Glen Carlyn

- ❖ May 14, at Columbia Pike
- ❖ June 11, at Central – Annual Meeting

**X. 2018 Friends of the Arlington Library Board of Directors**

President – Kate Summers  
Vice-President – Linda Goldberg  
Secretary – Kelly Fado  
Treasurer – Martin Pippen  
Aurora Hills - Sharon Meister  
Central Library – Eva Griffeth  
Cherrydale – Nada Sulaiman  
Columbia Pike – Mike Beglinger  
Glen Carlyn – Kate Schweigart  
Plaza Representative – David Evans  
Shirlington - Judith Kindell  
Westover – Gineane Goldsmith