

November 3, 2025

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

### **Board Members:**

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

Absent: Michelle Kilkenny, Andrew Goodwin, Kelly Fado, Jane Posner

### **Others Present:**

Other: Zakiya Worthey, Marty Pippins, Amy Miller

Meeting called to order at 7:04 p.m. by President, Claire Christian

#### **I. October 6, 2025 board meeting minutes**

**MOTION: Judith Kindell moved to approve the October minutes; Kate Summers seconded; motion was approved unanimously.**

#### **II. Library report**

Library representatives provided an update to the Board via email. Highlights:

- The library requests that a FOAL representative serve on the Cookbook Committee.
- The library will present plans around "Libraries, Liberty, and the Pursuit of Happiness: APL and America @ 250" at the December board meeting.
- The Barriers to Ballots exhibit was a phenomenal success. The library would like to donate 2 of the 4 retractable banners to the Arlington Historical Society and the Black Heritage Museum; two sets will be kept at the library to display in the future.
- The library is requesting a resupply of hygiene kits which are distributed at the library branches. Supplies for 60 kits would cost \$600.

#### **III. Presentation from Zakiya Worthey**

Strategic planning presentation from Zakiya from K. Lamb LLC. Zakiya shared her background and then her process for strategic planning which includes a baseline assessment (4 to 6 weeks) followed by strategic planning (4 to 6 weeks). She believes in a collaborative partnership with communication in the form of status meetings/updated status reporting. If the board chooses to move forward, once a contract is signed, Zakiya will provide a full timeline of the project.

Board members asked various questions including where meetings would take place (in person vs. online), the option of incorporating community and library input, as well as providing information on background of goals that FOAL is working towards.

#### **IV. Book sale updates**

Marty shared that we had record high revenues over the four days and considers this a very successful sale. There was a lot of inventory leftover so there will be discussions on how to handle this for future sales. We had many nonprofits that came in for books on Sunday and would like to refine this process.

Rob reported that the Books and Bubbly event went really well. We made a profit and have some lessons learned for the next sale. Kate requested that we have leftover tickets, we should consider comping a few to potential donors.

Other highlights from board members:

- The Blind Date with a Banned Book promotion to celebrate National Friends of the Libraries week was a hit. Patrons were interested in seeing this again.
- Marty will meet with the library and DPT to discuss efficiencies of the categories.
- Amy shared that we sold over \$3,800 in merchandise at the book sale, including the newest canvas totes which were positively received.

We will have a December pop-up sale on Saturday, December 6 as the library is not doing the gift nook this year. There was discussion around finding another community group to volunteer or take charge of a gift nook for future years and potentially holding the event at a community center.

#### **V. Donations and membership report**

October 1 to 31, 2025

- 53 donations totaling \$11,392.00
- 268 new/renewals totaling \$10,305.00

We have a total of 1,455 FOAL members (307 lifetime members).

We raised \$593.02 from the Washington-Liberty performance of Julius Caesar the musical. Giving Tuesday is on December 2<sup>nd</sup>. Please share the message with your network, friends, etc. to get the word out about donating to FOAL.

#### **VI. AOB**

Natalia shared that she met with Todd at ACF on how to sustain your organization's financial well-being. Discussion around potential partnerships and fundraising. Natalia also met with the library to discuss finances and will aim to share a presentation of prior and current year by the end of December 2025.

#### **VII. Next board meeting**

The next board meeting will be held Monday, December 1, 2025 at 7:15 p.m.

#### **Board Decisions**

- Approval of the October meeting minutes.
- Michelle Kilkenny will serve on the Cookbook Committee as the FOAL rep.
- Approval to donate 2 of the 4 retractable banners to the Arlington Historical Society and the Black Heritage Museum and the library will keep 2 sets.
- Approval of \$600 for 60 hygiene kits; with an option for funding an additional 60 if the library needs them in the future.
- Approval of \$2,781.00 to purchase 180 black "Virginia is for Readers" hoodies on November 11, 2025.
- Approval to create 40 gift certificates for 1 children's book for use at the pop-up sale on November 18, 2025

**Action Items**

- Amy will purchase hoodies in time to sell at the December pop-up and holidays.
- Marty to meet with library to discuss ideas for future book sales.

FOAL Board Meeting adjourned at 8:18 p.m.

Minutes submitted by Amy Miller