

December 15, 2025

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

Board Members:

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

Absent: Barbara Adde, 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 3, 2025 board meeting minutes

MOTION: Maureen Quinn moved to approve the November minutes; Jamie Krovontka seconded; motion was approved unanimously.

II. Library report

Rebecca shared a sneak preview of the Arlington Reads website. This year there will be 8 authors and two crossovers for the 250 anniversary celebration. The website should be ready by early January 2026. Programming asked FOAL to monetarily support a LGBTQ+ senior prom that would take place in June in the auditorium.

Rebecca also shared a presentation around the library's proposed Arlington at 250 programming. There will be many events throughout the year for all ages and stages. Some highlights include: a kickoff at all library locations (1/14), a community reads event (5/21) and a summer festival (7/18). The library is requesting \$31,300 for this year-long celebration of events. Diane shared that there will be a lot of passive programming at all of the branches and that the goal is to make history accessible to everyone.

The board will discuss funding offline and round back with the library with a decision.

Rebecca shared that the library currently sells earbuds for \$1, which patrons often use on public or personal PCs within the library. The library requests that FOAL cover the cost of purchasing the earbuds.

MOTION: Judith Kindell moved to approve that the library will continue to purchase and sell earbuds on behalf of FOAL. In order to keep the purchase price of earbuds for library users at \$1.00, FOAL will subsidize the purchase of earbuds that the library will sell for \$1.00 and reimburse FOAL \$1.00 for each purchase. Kate Summers seconded; motion approved unanimously.

III. Financial report and update

Natalia shared that she meets with our accountant Tamika weekly to go through expenses to make sure everything is coded correctly. They are focused on FY25 and should be able to close the year soon. Natalia shared the preliminary view and at the

next board meeting will provide final numbers. Once FY25 is complete, Natalia will share with the board a quarterly report for FY26.

IV. Upcoming library and FOAL events

Michelle shared information about the two FOAL events in the Makerspace (1/12 and 1/25). Both events filled up very quickly and we have a significant waiting list for each. There are many events planned through the year and a new Signupgenius will be sent out at the beginning of January.

V. Donations and membership update

November 1 to 30, 2025

- 56 donations totaling \$8,161.83
- 30 new/renewals totaling \$1,755.00

We have a total of 1,464 FOAL members (308 lifetime members)

GivingTuesday: We exceeded our goal for GivingTuesday and raised **\$12,938 from 100 donors**. Some of this money is in the numbers for November donations, but most of it will be in the financial report for December. There were 20 new donors and 80 people who have had or currently have an affiliation with FOAL.

VI. Book sale updates

Pop-up sale: Diane thanked the board for holding the December pop-up sale. The sale brought in \$4,500. Those who volunteered shared their feedback and thought it was the perfect kickoff to the holiday season. Amy is compiling a list of lessons learned from those who worked the sale for future events.

One main takeaway is that people who came did not know about the bookstore. Kate asked if we could get more signage in Central library to drive people to the bookstore.

Spring sale: Marty shared that the timing for getting vendors scheduled for the April sale is coming up soon. Rebecca shared that elevator work is being done next and that she doesn't know timing as of tonight.

Marty shared details from the organizational meeting that he and Amy had regarding the non-profits coming into the book sale. Future board decision on these policies requested. Merri shared that we ran out of paper bags at the fall sale, so we need to look into getting a new donation from Harris Teeter or elsewhere for the spring.

Upcoming book sale dates: Spring 2026: April 16–19, 2026; October 22–25, 2026.

VII. Updates from branch representatives

Andrew (Columbia Pike): the flyers we gave out to new tenants have been trickling in. He was inspired by the holiday pop-up book sale and has him thinking about how to promote the Columbia Pike FOAL bookstore.

VIII. DPT update

Merri reported that November was busier than normal, but December has been less busy than normal.

IX. FOAL strategic planning update

Discussion of overall strategic planning took place. Several members of the board floated the idea of having K Lamb LLC do a smaller short-term plan and depending on the results, potentially extend to a larger scope. Claire will send out additional information to all board members via email.

MOTION: Natalia Lanteigne moved that we have no January board meeting and request that everyone be available by email; Kate Summers seconded; motion approved unanimously.

X. Next board meeting

The next board meeting will be held Monday, February 2, 2026 at 7:15 p.m.

Board Decisions

- Approval of the November meeting minutes.
- Approval to the library for purchase of earbuds for the public PC stations. The library will purchase/sell on FOAL's behalf and FOAL will fund the purchase. In order to keep the purchase price of earbuds for library users at \$1.00, FOAL will subsidize the purchase of earbuds that the library will sell for \$1.00 and reimburse FOAL \$1.00 for each purchase
- Approval to have no board meeting in January 2026.
- Approval of approximately \$31,000 to fund Arlington 250 programming via email December 22, 2025.
- Approval of approximately \$1,000–\$2,000 to fund the LGBTQ+ prom via email December 22, 2025.
- Approval of \$50,000 to move ahead with the initial processes of strategic planning with K. Lamb LLC via email on December 22, 2025.
- Approval of \$2,377.50 to purchase 250 additional canvas totes on January 22, 2026.

Action Items

- Brainstorm on branding ideas for FOAL bookstore as well as merchandise around Arlington 250 celebrations.
- We need a volunteer to solicit for paper bag donations for the spring book sale.

FOAL Board Meeting adjourned at 8:26 p.m.

Executive session started at 8:27 p.m.

Brief discussion of Arlington250, events and expenses.

Executive session adjourned at 8:40 p.m.

Minutes submitted by Amy Miller