

August 3, 2026

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

Board Members:

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

Absent: Michelle Kilkenny

Others Present:

Library: Diane Kresh, Rebecca Case

Other: Margaret Newman, Merri Horn, Amy Miller

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

I. Library report

Rebecca and Diane both reported on LibraryFest 2026, thanking FOAL for their funding and tabling support and sharing that it was an extremely successful event – the joy that people felt by being at the event in a celebratory and non-political environment was much needed for the community as a whole. CE bookstore day of sales, merchandise sales and coupons redeemed were very high.

The community cookbook compilation is coming along nicely with submissions due by August 23. The end product will be sold at the fall book sale.

There are three remaining Arlington Reads “Stirs it Up” events — Jessica B. Harris (11/4), the Great Arlington Bakeoff (11/14) and B. Dylan Hollis (12/5). Rebecca shared preliminary information on the 2027 Arlington Reads season.

The FY26 expenditure review was presented to the board and a review of what was approved for FY27 took place. The library requests an additional \$3,000 in FOAL support to fund hygiene kits for FY27.

MOTION: Andrew Goodwin moved to approve \$3,000 in additional funding for hygiene kits; Kate Summers seconded; motion was approved unanimously.

The Library is launching a FOAL/APS new cardholder book giveaway initiative. The Library is working on this with APS and will keep FOAL updated as plans progress.

The Center for Local History has a new leader – Maggie Phalen, who starts in August.

II. Financial report and update

Natalia shared the FY2026 financials. Our bookstore sales and regular book sales are increasing and a good source of revenue. We also had several large donations, as well as year-end giving that contributed to the revenue.

MOTION: Natalia Lanteigne moved to request that we stop accepting checks at book sales and at FOAL tabling events; Jamie Krovontka seconded; motion was approved unanimously.

III. Upcoming library and FOAL events

Barbara reported on the July 9 fundraiser at Jeni's Ice Cream in Shirlington. We plan on holding another one on October 15 from 4 to 7 p.m. 25% of the proceeds go back to FOAL. We will also give customers who attend this fundraiser a coupon for 1 free book (value \$4 or less) at the October book sale in an effort to draw attention to the book sale and engage the Shirlington-area community.

We will also participate in Clarendon Day on September 26. We'll sell merchandise and raffle off book baskets for kids, teens and adults, in addition to providing information to attendees about FOAL.

Barbara would like to purchase another iPad. She would like to have an iPad available to conduct a survey of book sale attendees on how they hear about the sale. She wants to ensure we are reaching all Arlington communities.

The board held a brief discussion on what the threshold is for needing board motions to approve monetary expenditures related to FOAL business.

MOTION: Claire Christian moved that we raise the threshold amount to \$1,000 for needing board approval on monetary expenditures related to FOAL business; Kate Summers seconded; motion was approved unanimously.

IV. Donations and membership update

June 1 to 30, 2026	
24 donations	\$3,262.14
22 new/renewals	\$1,750.00
July 1 to 31, 2026	
20 donations	\$3,752.65
24 new/renewals	1,760.00

We have a total of 1,577 FOAL members (318 lifetime members) In addition, we received a large bequest from a former lifetime member. Jamie would like to have a procedure policy in place when large donations come in.

V. Book sale updates

Margaret reported that she has spent most of July communicating with previous vendors and suppliers in preparation for the October book sale. Margaret will list the sale on booksalefinder.com and she discussed the purchase of additional tarps for the Monday close down of the sale.

VI. Branch updates

Barbara shared several updates with the board around Shirlington Library. They are trying to strengthen their relationship with Signature Theatre, and the board discussed several ways in which that might happen. The organization Turning the Page, who holds outdoor book sales in Crystal City and other locations was mentioned as a potential model for having local sponsors at our own book sales.

VII. DPT update

Merri reported that overall donations have been up and down. She thinks we are on track to have 1,800 boxes of books for the sale, which is a little lower than usual.

Claire briefly discussed DPT thank you gift cards. The board also discussed a potential get together for DPT and/or having bagels/cream cheese on a weekend with the volunteers and board members.

MOTION: Laura Porter moved to approve \$1,300 for DPT gift cards; Judith Kindell seconded; motion was approved unanimously.

VIII. Next board meeting

The next board meeting will be held in person on Monday, September 14, 2026 at 7 p.m.

Board Decisions

- Approval of \$275 to apply to be a vendor at Clarendon Day in September.
- Approval to run a promotion on the remaining youth t-shirts at Central Library. Shirts will be \$10 off their \$25 regular price.
- Approval of \$3,000 to fund hygiene kits for FY27.
- Approval to not accept checks at the book sales or at FOAL tabling events moving forward.
- Approval to raise the expenditure limit to \$1,000 before needing board approval.
- Approval of \$1,300 for DPT thank you gifts.

Action Items

- Rebecca will provide summer reading statistics to the board via email.
- Jamie and future fundraising committee to draft a procedure policy for large donations.

FOAL Board Meeting adjourned at 8:06 p.m.

Executive session on called to order at 8:07 p.m. by Claire Christian.

The board held an executive session to discuss the planning for the Arlington Reads endowment and next steps for the strategic planning process. FOAL's goal is to have the next round of strategic planning work complete by October 31, 2026.

Two requests of the board were made:

- Please review the FOAL committee proposal from Andrew and Barbara to determine next steps and how to put it into practice.
- Claire and Natalia will be stepping down from their positions on December 31, 2026. Please start thinking about replacements for the President and Treasurer positions. Natalia and Claire will develop a terms of reference for the Treasurer position.

Additional discussion took place around board member background checks and an audit of 2026 financials before the year is over.

Executive session adjourned at 8:42 p.m.

Minutes submitted by Amy Miller