

Friends of the Arlington Public Library Board Meeting Minutes
November 17, 2014, 7:00 pm
Central Library – 2nd Floor Conference Room

I. **Call to Order: 7:00 PM;** Present at meeting: Kimberly Reinhard- President, Barbara Goldstein-Vice President, Eva Griffeth-Treasurer, Nada Sulaiman, Secretary, Susan Glaize-Plaza Representative, David Alan Coia-Glencarlyn Representative, Linda Goldberg-Aurora Hills Representative, David Evans-Central Representative, Rachel and library staff, Kate Summers-Cherrydale Representative, Eugene Burns-Shirlington Representative, Judy Ahrenholz, Columbia Pike Representative. Doug Gardner, FOAL member also attended.

1. Amendments to November 17th Agenda, if necessary
2. Minutes from August 18th (digitally distributed 8/26/14) were approved by unanimous vote.
3. Board Update:
 - a. Columbia Pike representative Judy Ahrenholz was introduced
 - b. Board Bios and Pictures on Website: Executive committee pictures and bios will be going up on FOAL website. Awaiting picture and bio from Eva and Nada.

II. Library Staff Report

1. Library Staff reported on the upcoming 2015 Summer Reading Program. The library staff reviewed a Nashville public library's summer reading program, and looked into some changes/additions that Arlington could make. The Staff reported a need for additional prizes for elementary school children and teens. Last year elementary children were given a book for each reading challenge completed with a limit of 3 books. That proved expensive and the book selection dwindled at the end of the program. This year Staff suggests one book per child and a raffle ticket for each additional reading challenge completed. For teens, Staff suggests an initial small prize and raffle tickets for each additional reading challenge completed.
2. Adult Reading Challenge: Library Staff suggests adding an adult reading challenge for the summer of 2015. Staff noted that several library patrons have requested an adult reading challenge and the library would like to encourage reading as a family activity. In terms of prizes, the library staff suggests that FOAL provide coupons to the FOAL library stores located at each branch library. Adding an adult reading challenge would result in additional costs of approximately \$10,000. This would cover raffle prizes and printing costs for adult reading logs. The FOAL discussed whether an adult reading program was needed, and asked the Library Staff to provide additional information regarding the costs of adding such a program.

3. The summer 2015 reading challenge theme is music. FOAL board members discussed whether prizes could include coupons for ice cream cones or other treats which may be donated. In addition, FOAL Board members asked whether an art contest could be held for the reading log designs. It was determined that an art contest would be too late for this year, but could be considered in the future.

III. Treasurer's Report

1. Lit-Up Ball: Eva reported that there is some confusion about the income for the Lit-Up Ball. Thus far, according to the receipts and payments received by Eva, the Ball has generated a \$794 profit.
2. Book Sale: Thus far, before receiving the check from Wonder Books, income from the fall 2014 book sale totaled approximately \$81,000. Eva reported that the book sale expenses this year were significantly lower.

IV. New Business

1. Lit Up Ball Review: FOAL sold 250 tickets to the ball. It was discussed that the date selected for the Ball was not great in that several other events were being held in Arlington that night. Library staff surveys of Ball attendees resulted in mostly positive reviews. Going forward, the FOAL has to decide if the Ball's purpose is to make a profit, or just simply be a fun community event. The following suggestions were discussed: (a) have the Ball in February 2016; (b) lessen the burden on library staff by enlisting Ball attendees to volunteer to help organize the Ball; (3) FOAL buy a special banquet license that would allow FOAL to buy and serve alcohol at the Ball; and (d) explore Top of the Town or the Central Library as Ball venues.
2. Book Sale: The FOAL discussed a situation at the fall book sale in which a bank check for \$5.00 submitted by customer was returned. Eva made a motion to stop using the bank service that automatically sends returned checks to a collection agency. Kimberly seconded and the motion passed unanimously. In addition, Barbara reported that she is making a list with updated book sale procedures. The spring book sale will take place on April 16-20. Wednesday, April 15 is set-up.
3. Puzzle Fest: Doug reported that the puzzle fest was smooth and successful this year. It generated \$286 profit. There was no speaker this year. Instead, a gentleman came in and ran some games. The prizes worked well and T-shirts from last year were used. There is a group of very dedicated people who come every year. One issue to consider is whether to add kids' puzzles.
4. Membership Update: David reported that there are almost 1,700 total entries in the Membership database, with 879 active members. Most members are individual members. 154 members joined or renewed during the book sale. FOAL has emails for 664 active members. We have no way of contacting the other members.
5. Newsletter vs. Online Updates: A discussion was held on how and when to contact FOAL members. Kimberly suggested sending out a brief quarterly

newsletter highlighting upcoming events and volunteer opportunities. The newsletter would be sent by email to active members.

6. Better World Contract: Kimberly distributed a copy of the proposed contract with Better World regarding selling books withdrawn from library circulation. Signing the contract would mean that FOAL stores at each branch would sell only donated books. All books withdrawn from library circulation would be sent to Better World books for sale, with FOAL receiving a portion of the proceeds. The contract states at sections 6.3 & 6.4 that it is a two-year contract and may be terminated with 30 days notice. Kimberly made a motion that FOAL sign and submit the Better World contract, Robbie seconded the motion. All approved, except Nada who abstained because she had not had a chance to review the contract. Motion passed.

V. Old Business

1. Eva asked whether FOAL should buy new bookmarks for distribution to library patrons and FOAL members. It appears that the bookmarks need to be revised.
2. Barbara asked that signs be made for the FOAL stores at each branch. The signs must be consistent.

- VI. Next Board Meeting: January 12, 2015 at 7 PM.