

**Friends of the Arlington Public Library Board Meeting Minutes**  
**January 19, 2016, 7:00 PM Maple Tree Room**  
**Central Library**

- I. **Call to Order:** 7:05 PM, Present: Kimberly Rienhard-President; Kate Summers-Vice President; Eva Griffeth-Treasurer; Nada Sulaiman-Secretary; David Evans-Central Library Representative; Robbie Cohrssen-Westover Representative; Eugene Burns-Shirlington Representative; Jeremy Pevner-Columbia Pike Representative; Lynwood Sinnamon-FOAL Member; Shari Henri-Library Staff
1. There were no amendments to the January 19, 2016 agenda.
  2. Eva moved to approve the minutes of the December 21, 2015 meeting (distributed electronically on January 13, 2016), David seconded the motion, motion passed unopposed.
- II. **Treasurer's Report:** Eva distributed two documents entitled "Friends of the Arlington Library Operating Budget for FY2016 as of 1/19/16" and "FOAL Library Operating Budget for FY2016 as of 1/19/2016" for the Board's review. Eva reported that FOAL has received a good number of unrestricted donations, some via PAYPAL.
- III. **Library Staff Report:** Shari reported that the Library has had several successful programs recently, including Star Wars themed events. A mass email regarding the Lit Up Ball will be sent soon. David suggested sending the email to FOAL members. Five gift baskets are being donated. Shari noted that she would start looking for library staff volunteers for the book sale. Kate asked for certain FOAL items for the FOAL gift basket, including a FOAL tote bag. Kate also said she would email the FOAL book sale signs to each library branch.
- IV. **New Business:** 1. Book Sale Update and Next Steps: Kimberly stated that she is making signs for the book sale and asked if anyone could think of any additional signs. The Board discussed the need to display a sign stating what FOAL does at the sale. Kate suggested a FOAL table at the Lit Up Ball, with volunteer and membership information. Kate recommended adding a new FOAL Board member to be in charge of volunteer coordination. David stated that adding such a Board member would require amending the by-laws, which could only be done at a FOAL membership meeting. Thus, it could be accomplished at the FOAL Annual Meeting. Jeremy noted that someone should take the lead on making sure the by-laws are amended. Kimberly reviewed that lead positions for the book sale: (a) Shari-Library; (b) Neil-Logistics; (c) Nada-Volunteers; (d) Susan Parker-Donations; (e) Jeremy-Finance; (f) David-Membership; (g) Catering-Marx; (h) Communications-Kate. Kimberly asked each Board member to volunteer for 3 shifts at the book sale. Eva noted that the cash registers for the book sale would be pretty much the same, except they would allow refund processing.
- V. **Next Board Meeting:** February 16, 2016 at 7 PM
- VI. **Meeting Adjourned:** 8:12 PM