



Lewes Public Library Board of Commissioners

August 11, 2015, 8:30 a.m.

Small Meeting Room

Attending the meeting were Board Members Ned Butera, Beckie Healey, Hugh Leahy, Barbara Vaughan and Chanta Wilkinson; also attending were LPL Friends President Candace Vessella; LPL Director Ed Goyda; and City Council Members Rob Morgan and Dennis Reardon.

Meeting called to order by Board Chairwoman Beckie Healey at 8:35 am.

Bill Allan, SVP Delaware Community Foundation Southern Delaware (“DCF”), provided an overview of current developments within DCF, an update on endowment investments and DCF’s investment approach.

Approval of Minutes

The minutes of the July 14, 2015 regular meeting were reviewed. A motion was made and seconded to accept the minutes as written. The Board voted unanimously to approve the motion.

Financial Reports

Treasurer Hugh Leahy presented the financial reports.

Director’s Report

For details, see Director’s July Report attached.

Friend’s Report

FLPL Board President Candace Vessella provided an update:

Art Sale – The proceeds from the August 1st & 2nd art sale at the Nethouse were \$2,070 and will be contributed to the Capital Campaign.

Book Sale – Upcoming book sale September 4th and 5th. FLPL is still looking for additional volunteers.

Design Committee:

No update from the July 15th meeting.

Construction Management Update

Topping Off Ceremony – Great turnout with around 60 people who came to sign the beam including Senator Ernie Lopez, Mayor Ted Becker and Former Mayor Jim Ford.

Solar Panel – Vice Chair Ned Butera stated that it's not a matter of if, but when the LPL will place solar panels on the building. Three different proposals from vendors will be reviewed. The state will pay 50% and there are a number of programs that are available to assist with costs as well. LPL Director Ed Goyda stated that with the panels, the LPL will see significant savings and that the panel installation pays itself off in 7 years.

Movers - The LPL will contract with Bayshore Moving and Storage to arrange the move with a price not to exceed \$14,980.

RFID Tags – Discussion ensued regarding a RFID inventory system and the costs associated with implementing the tags. The LPL would be the first library in the state to implement this system.

Capital Campaign Update

Treasurer Hugh Leahy stated that we continue to identify potential major donors and we have major initiatives coming up including the Physicians' Campaign.

Old Business

Whistleblower Policy – The policy was distributed prior to the meeting and reviewed. Secretary Chanta Wilkinson will contact the Attorney General's Office for guidance regarding the policy's reporting and good faith provisions. The revised policy will be presented at September meeting.

New Business

Ed distributed the Adult Program Coordinator job description. The board will review it and provide their comments prior to the job being posted.

Meeting was adjourned at 10:47 a.m.

Respectfully submitted

Chanta Wilkinson
Secretary

**Lewes Public Library
Director's Report
July 2015**

I. Collection

Current collection size: 57,995

	July 2015	YTD FY16	July 2014	YTD FY15
Titles added	326	326	533	533
Total Circulation	19,203	19,203	20,435	20,435
Juvenile Circulation	5,855	5,855	6,514	6,514
eBook circulation	2,024	2,024	1,659	1,659

II. Programs

	July 2015	YTD FY16	July 2014	YTD FY15
Programs	71	71	77	77
Attendance	2,015	2,015	2,170	2,170
Adult Programs	33	33	41	41
Adult Attendance	254	254	372	372
Children's Programs	38	38	36	36
Children's Attendance	1,761	1,761	1,798	1,798

Program Highlights:

July 1 – 29, Drop-in Computer Labs, 19 attendees
 July 2, Heroes Picnic, 130 attendees
 July 6, Cooks & Books, 10 attendees
 July 23, Illusions by Vick, 47 attendees

Upcoming Programs:

August 13, 10:30 a.m. (children) & 2:00 p.m. (teens), Summer Reading Finishers Party
 August 21 & 22, Creative Writers' Conference
 September 2, 7:00 p.m., Around the World Film Series resumes: The Lesson
 September 4 & 5, Friends Book Sale

III. Facility

Restrooms: The toilet in the larger public restroom has been replaced.

IV. Technology

Document Station: We've received a Document Station from DDL to add scan and fax capabilities to the print station.

Erate: Our telephone reimbursement for FY 15 is being processed. We've received commitment for FY 16.

Playaway Launchpads: DDL has received and processed the educational gaming tablets. They should arrive shortly.

V. Staff

Core Competency Certification: Sussex County is working on a training and certification initiative for library staff.

VI. Development

State Contract: The State Standards Contract has arrived. FY 2016 funding is \$71,118.

End of Director's Report

