



LEWES PUBLIC LIBRARY BOARD OF COMMISSIONERS

December 8, 2015, 8:30 a.m.

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 Lewes City Councilmen Rob Morgan and Dennis Reardon.

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

Approval of Minutes

The minutes of the November 10, 2015 regular meeting were reviewed. A motion was made and seconded to accept the minutes as presented and the Board voted unanimously to approve the motion.

Financial Reports

Treasurer Hugh Leahy presented the financial reports.

SEU Loan – Delaware Sustainable Energy Utility (SEU) is a state-funded nonprofit organization that helps Delaware businesses and nonprofits reduce their energy bills through the use of renewable energy sources. The Board discussed applying for a \$415,000 SEU loan at 2 ½ % for a 10-year period. Board unanimously agreed to proceed with the application.

Director's Report

For details, see Director's November Report attached.

Friends' Report

Volunteer Holiday Party – Volunteer Jill Linden received the inaugural Florence Coltman Distinguished Service Award.

Usborne Books – Usborne Books is working with Maureen Miller to identify nonfiction books

valued at \$400 to be donated to the Children's collection.

BeachORIGINALS Dining Cards – The FLPL sold 101 dining cards during the Cape Gazette sponsored fundraiser and received \$1,010.

Design Committee

Director Ed Goyda stated that the committee has been refining the furniture selections.

Capital Campaign Update

The campaign is now at 86% toward its final goal with a lot of pending gifts, initiatives and campaigns underway such as the Builder's Challenge, The Learning Tree and the Crooked Hammock fundraiser.

Old Business

Donor Wall - Discussion ensued surrounding the timeline of the creation and installation of the donor wall.

Trailhead Project - Bid opening for trailhead restrooms is underway. City of Lewes received bids.

New Business

Memorandum of Understanding – Brief discussion surrounding the MOU between the trustees/commissioners and the Sussex County Department of Libraries.

Meeting was adjourned at 9:45 a.m.

Respectfully submitted

Chanta Wilkinson
Secretary

Lewes Public Library

Director's Report

November 2015

I. Collection

Current collection size: 57,680

	November 2015	YTD FY16	November 2014	YTD FY15
Titles added	335	1,702	398	2,055
Total Circulation	13,168	82,054	14,035	84,886
Juvenile Circulation	3,043	20,970	3,393	21,341
eBook circulation	1,910	10,232	1,632	8,301

II. Programs

	November 2015	YTD FY16	November 2014	YTD FY15
Programs	48	304	59	360
Attendance	680	6,216	873	6,574
Adult Programs	25	159	34	203
Adult Attendance	232	1,638	300	2,026
Children's Programs	23	145	25	147
Children's Attendance	448	4,578	573	4,548

Program Highlights:

November 5, Minds over Matter, 14 attendees
November 14, Teen CPR, 10 attendees
November 14, Teen Poetry Slam, 40 attendees
November 21, Beginner's Watercolor Workshop, 20 attendees
November 21, Family Game Night, 41 attendees

Upcoming Programs:

December 9, 2:00 p.m., Remember the Suffragettes with Michael Dixon
December 12, 2:30 p.m., Gingerbread Houses
December 14, 11:00 a.m., Tablescaping for the Holidays
December 31, 11:30 a.m., Noon Year's Eve Celebration

III. Facility

Bed Bugs: DDL is implementing procedures to monitor for bed bugs and has scheduled a training on December 11. Exterminators confirmed that the reports from DTCC Terry and DDL were not bed bugs.

IV. Technology

DDL Web site: DDL has a new website, designed to improve findability of frequently used resources.

TedX: Annie Norman's TedX Wilmington talk is online at <https://www.youtube.com/watch?v=wDwndQ3qiSQ>.

V. Staff

Professional Development:

All Staff: Computer Security Awareness Training webinar

Margaret: Library as Center for Innovation, November 18

Maureen: Importance of Play, 4-week online course

VI. Miscellaneous

Financial Review: The last word from BDO was that the financial review would be completed by December 4. DDL has accepted a request to delay submission of our FY2015 statistics until the review is complete.

End of Director's Report

