



Lewes Public Library Board of Commissioners

October 13, 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 Board Emeritus Member Dennis Forney; 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 8:30 am.

Dean Johnson of RY Johnson Construction provided an overview of the construction schedule for the building project.

Approval of Minutes

The minutes of the September 8, 2015 regular meeting and executive session 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.

Director's Report

For details, see Director's September Report attached.

Friend's Report

FLPL Board President Candace Vessella provided an update:

FLPL's Store Naming Contest – The FLPL received over 100 name suggestions for the store. After the name is selected, the FLPL Board will hold public meetings with the community to get a sense of what they would like to see in the store and how they can assist the store.

Dining Cards – The FLPL are selling BeachORIGINALS dining cards. The cards may be used at many local restaurants. Cards are available for sale at the circulation desk for \$20.00 each. \$10 of every card purchased goes to support the LPL.

Design Committee

Vice Chair Ned Butera stated that there is no update to report.

Capital Campaign Update

Capital Campaign Chair Dennis Forney stated that the campaign is moving along with a final fundraising goal of \$1.4 million. The committee hopes to wrap up the campaign by the end of the year.

Solar Panels

After review of presentations by three qualified solar panel vendors, it was recommended that the new library include solar panels. The overall cost of installation is estimated at \$400K. The Division of Libraries will pay half of the costs. Discussion ensued surrounding the LPL's portion of the financing of the panel installation.

A motion was made and seconded to approve adding solar panels to the construction of the new library. The Board voted unanimously to approve the motion.

Old Business

Donor Wall – Documents will be circulated among capital campaign committee members for their review and direction for the donor wall.

Gift Acceptance Policy – The Board reviewed the policy as presented. Changes were suggested and a revised policy will be presented at the November board meeting.

New Business

Job Descriptions – Ed will revise the descriptions and create a chart outline. The chart will be distributed to the board for review.

NCALL Event – A press event will be held in November to recognize NCALL's bridge loan for the construction project.

Meeting was adjourned at 10:30 a.m.

Respectfully submitted

Chanta Wilkinson
Secretary

Lewes Public Library Director's Report September 2015

I. Collection

Current collection size: 57,259

	September 2015	YTD FY16	September 2014	YTD FY15
Titles added	320	956	437	1,308
Total Circulation	16,032	53,888	16,123	54,902
Juvenile Circulation	3,659	14,499	3,335	14,680
eBook circulation	2,123	6,230	1,697	5,036

II. Programs

	September 2015	YTD FY16	September 2014	YTD FY15
Programs	59	195	67	220
Attendance	1,064	4,733	1,071	4,511
Adult Programs	38	100	40	117
Adult Attendance	448	1,142	489	1,266
Children's Programs	21	95	27	93
Children's Attendance	616	3,591	582	3,245

Program Highlights:

September 2, Around the World Film Screening at MCC Rehoboth, 50 attendees
September 14 – 28 (weekly), Integrative Health Wellness Works, 61 attendees
September 18, Shakespeare in the Park, 130 attendees

Upcoming Programs:

October 14, 3:00 p.m., Integrative Medicine with Dr. Uday Jani
October 16, 1:00 p.m., Basic Computer Classes begin
October 20, 3:00 p.m., Tai Chi
October 21, 2:00 p.m., Facebook Class
October 27, 8:30 p.m, Supermoon Star Gazing
November 7, 1:00 p.m., Sharon Roat Author Visit via Skype

III. Facility

Sprinklers: The City has scheduled sprinkler inspection for Thursday, October 15.

IV. Technology

Computer Skills Center: DDL has added a set of computer training courses to the database offerings.

Zinio: The County's downloadable magazine service expires on October 31 and is not being renewed because it largely duplicates the State's Flipster service.

V. Staff

Flu Shots: The library hosted a flu shot clinic on September 17, and most of the staff was vaccinated.

Staff Development Day: Ed, Maureen, Lea, Heather, Berni, Terri, Linda, Pat, Louise, and Harry attended Sussex County Library Staff Development Day.

Stepping Stones Program: The County is in process of completing training materials for the Stepping Stones staff development program, with anticipated completion in January. The latest revision to the Memorandum of Understanding is attached.

End of Director's Report

