



BOARD OF COMMISSIONERS
Lewes Public Library Board of Commissioners
Board Meeting
Minutes of February 27, 2024

Attending the meeting were Lewes Public Library (LPL) Commission Board members Chanta Howard - Wilkinson, Nancy Sakaduski, Tom Thunstrom, Leslie Newman, and Maureen Miller. Also attending were Ted Becker, Tom Schmidt, Library Director Jill DiPaolo and Friends of Lewes Public Library President Candace Vessella.

***Call to Order** at 10:03 a.m. by Chanta Howard - Wilkinson, President.

***Installation of New Board Members**

Nancy moved to approve the appointment of Ted Becker as a Library Commissioner. It was seconded and approved. Tom T. moved to approve the appointment of Tom Schmidt as an Ad Hoc Member of the Board. It was seconded and approved.

* **Consent Agenda -**

Tom T. moved to accept the amended January minutes. The motion was seconded and passed. Discussion under the Fundraising update included asking Rebecca to share list of sponsors and ways to address the successful Annual Appeal. It was suggested recognizing new donors with a personal note and see whether they were library card holders.

***Director's Report –**

Highlights from the Director's Report included 354 new library card holders in January as well as the Sussex County Division of Libraries report that LPL accounted for 25% of all county loans in January. Tom Hall continues to update the facility as noted last month and is working on a capital plan for future projects.

* **Board Committee Reports**

A. **Finance Committee** – Tom T. noted that the committee will meet later today.

B. **Human Resources Committee** – Chanta has confirmed several people who have agreed to serve on this committee.

C. **Outreach Committee** – Nancy has enough interested people to schedule a first meeting, but will continue to look for others. She will task the committee to brainstorm shared partnerships across the various groups represented.

D. **Development Committee** – Chanta moved to approve the charter of the Development Committee. It was seconded and passed.

* **Friends' Report** – Candace gave a report, including shop sales and the upcoming participation in “Do More 24”. She is working on an AAPR grant for more funding for the Pavilion Project and the Friends are working on their Annual Appeal letter.

***Old Business**

- **Legacy Team Update** – Chanta noted the Team would like to have a Meet & Greet for Legacy members at a time when most of the Board would be available to attend. Jill will send out a Doodle Poll for possible dates.
- **Outdoor Pavilion Project Update** – Maureen noted the GMP document has been signed and permitting applications have begun.
- **City of Lewes Request Update** – Jill requested City help with maintenance of the Pavilion with several options over a five-year period. Hugh Leahy will be the point of contact with the City for the Pavilion Project.

***New Business**

- **Teleservices** – Nancy suggested an article for the Cape Gazette highlighting the partnerships and services offered as well as how the library gets funding for services.
- **Friends Board** – Maureen volunteered to attend the Friend's Board Meeting as the LPL representative but all LPL members are encouraged to attend.

*** Administrative Matters & Public Comments –**

Meeting Adjourned at 12:30 p.m.

Next Regular Meeting, Tuesday, March 26, 2024 at 10 a.m. in the Delaware Room.

Respectfully Submitted,

Maureen Miller,
Board Secretary