



BOARD OF COMMISSIONERS
Lewes Public Library Board of Commissioners
Board Meeting
Minutes of July 29, 2025

Attending the meeting were Lewes Public Library (LPL) Board of Commissioners members, Maureen Miller, Chanta Howard-Wilkinson, Tom Hall, Nancy Sakaduski, Glenn Regan, Paul Sparrow, Leslie Newman, along with Library Director Jill DiPaolo and Friends of the Public Library President Candace Vessella.

***Call to Order** at 10:02 a.m. by Chanta Howard-Wilkinson

Chanta welcomed the new board members and announced that they are officially installed. An orientation will be offered to new members (and any interested existing members).

***Consent Agenda**

A. Minutes of the July 1, 2025 Regular Meeting

B. Financial Reports

There was a discussion regarding pavilion payments as well as a quick review of the 2026 budget. A more detailed budget review will be held during the August meeting.

C. Fundraising Update Report

It was moved and seconded that the Consent Agenda be approved with no changes. The motion passed unanimously.

***Director's Report – Jill DiPaolo**

The board discussed the tremendous value provided by the library's volunteers and the volunteer coordinator, Tracy Dietz.

The number of items in circulation (360,526) is one of the metrics that demonstrates the position of the Lewes Public Library as a leader in the state.

Several capital needs are looming: AV upgrades for the meeting rooms and signage/sunshade for the pavilion.

The Hola Amigos Camp was hugely successful and may lead to other programming opportunities.

***Board Committee Reports**

- Human Resources Committee - Chanta Howard-Wilkinson

Policy reviews are progressing.

The Employee Handbook is being completed and will include the new parental leave policy, as required by the state.

- Development Committee – Leslie Newman

The committee is looking for more members. Several suggestions were offered by the board.

Leslie reminded board members that it is important for all of them to be ambassadors for the library and to assist with relationship-building.

***Friends of the Lewes Public Library (FLPL) Report – Candace Vessella**

Candace gave the new board members an overview of the role of FLPL and its fundraising practices.

The end of the fiscal year report will be ready soon.

***Old Business**

- Policies Review Update

One minor change was made to the Art Exhibit Policy. A motion was made and seconded to approve the following policies:

- Art Exhibit Policy (as amended)
- Confidentiality Policy
- Conflict of Interest Policy
- Fundraising Policy
- LPL Sponsored Educational Classes and Events Policy
- Social Media Policy
- Non-Library Events Policy

The motion passed unanimously. Other revised policies will be sent to the board to review.

***New Business**

- Ad Hoc Pavilion Committee

A draft charter for the committee has been created and committee members have been selected.

***Executive Session**

Meeting adjourned for executive session at 11:58 to discuss insurance and real estate matters.

Meeting was reopened at 12:24 p.m.

A motion was made and seconded to approve the discussion regarding a conversation with the attorney. The motion passed unanimously.

Meeting adjourned at 12:25 p.m.

Respectfully submitted,

Nancy Sakaduski, Secretary