



BOARD OF COMMISSIONERS
Lewes Public Library Board of Commissioners
Board Meeting
Minutes of August 26, 2025

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

***Call to Order** at 10:06 a.m. by Maureen Miller

Maureen welcomed new board member Maria Royce.

***Consent Agenda**

- A. Minutes of the July 29, 2025 Regular Meeting and the August 15, 2025, Special Meeting
- B. Financial Reports
- C. Fundraising Update Report

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

***Director's Report – Jill DiPaolo**

Jill is working on funding for the AV upgrades.

Staff is transitioning to the Fall schedule.

The Board discussed the success of the SummerScape programs and remarked on both the quality of the programs and the number of attendees.

***Board Committee Reports**

- Human Resources Committee - Chanta Howard-Wilkinson

No report.

- Development Committee – Leslie Newman

There was discussion regarding the success of the matching grant for new donors and the possibility of another matching grant for any donors. A board-backed grant is one possibility being explored.

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

The FLPL membership campaign went well; the group will be able to meet its commitment to LPL.

There will be a History Book Sale September 19-20.

Sales of products are going well, with several new items now in inventory.

There was discussion about who would serve as liaison from the LPL Board of Commissioners to the FLPL Board. Several LPL board members volunteered, and it was agreed that they will work in rotation to serve this role.

***Old Business**

- Policies Review Update

The Acceptable Behavior, Whistleblower, and Internet Acceptable Use policies were completed at the August 15 Special Meeting. A motion was made and seconded that the three policies be approved. The motion carried unanimously.

The next policy review session will take place in October.

- Pavilion Policy Update

Chanta has a draft of the Pavilion Policy but would like to wait until a complete review of the pavilion's first summer season is complete before finalizing the policy.

***New Business**

- 2026 Holiday Calendar

A motion was made and seconded to approve the proposed 2026 Holiday Calendar. The motion passed unanimously.

- Check Signers

There was discussion surrounding check signers and check signing policy.

A motion was made and seconded to give the Director authority to sign checks up to \$10,000 for budgeted expenditures. The motion carried unanimously.

Tom asked that discussion of the rest of the check signing policy be tabled until he has had an opportunity to review the other issues with the Finance Committee.

***Administrative Matters & Public Comments**

There were no administrative matters or public comments.

Meeting adjourned at 11:30 a.m.

Respectfully submitted,

Nancy Sakaduski, Secretary