



BOARD OF COMMISSIONERS

Lewes Public Library Board of Commissioners

Board Meeting

Minutes of September 23, 2025

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

***Call to Order** at 10:04 a.m. by Maureen Miller

***Consent Agenda**

A. Minutes of the August 26, 2025 Regular Meeting

B. Financial Reports

There was discussion surrounding the management of cash flow. Tom will meet with Maureen and Jill to discuss rescheduling bills to even out the timing of expenditures.

C. Fundraising Update Report

It was moved and seconded to approve the Consent Agenda. The motion passed unanimously.

***Director's Report– Jill DiPaolo**

The request for \$80,000 for AV upgrades has moved on to the Department of State.

There have been enough applications for the new part-time circulation assistant position to ensure a good candidate can be hired.

Summer Scape was a great success, with 1,827 attendees.

***Board Committee Reports**

- Human Resources Committee - Chanta Howard-Wilkinson

Preliminary changes have been made to the employee handbook with more to be made as the library policies are reviewed and updated.

There will be a presentation to staff on the new family leave policy.

- Development Committee – Leslie Newman via Maureen Miller

Outreach to donors is being coordinated.

The matching challenge fund from the board came to \$9,000.

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

The History Book Sale was highly successful. Remaining books will be available for purchase by History Book Festival attendees.

Candace has been advocating Sussex County Council for additional funding for independent libraries.

Shop sales are up 30% over last year, in part due to low stock inventory in 2024.

***Old Business**

- Proposed Challenge for Annual Appeal

Staff will handle the appeal letter and will include the \$9,000 LPL Board Challenge.

- Board Orientation

New and existing board members will be offered an orientation session to better understand library financials and responsibilities for board members.

- Freedom to Read Legislation

The LPL Board thanked Governor Matt Meyer for signing legislation to protect freedom to read and recognized the efforts of the legislators who created and supported the bill.

***Administrative Matters & Public Comments**

The meeting adjourned to go into executive session at 11:48. Nancy recused herself for the discussion of real estate matters. Meeting reconvened at 11:48

Meeting adjourned at 11:48 a.m.

Respectfully submitted,

Nancy Sakaduski, Secretary