



BOARD OF COMMISSIONERS

Lewes Public Library Board of Commissioners

Board Meeting

Minutes of October 28, 2025

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

***Call to Order** at 10:25 a.m. by Chanta Howard-Wilkinson

***Consent Agenda – Items were discussed and voted on separately**

A. Minutes of the September 23, 2025, Regular Meeting & Executive Session

It was moved and seconded to approve the minutes of the September meeting. The motion passed unanimously.

B. Financial Reports

Jill reported that the 5-year capital maintenance plan is being updated. It was moved and seconded to approve the financial reports. The motion passed unanimously.

C. Fundraising Update Report

There was discussion surrounding the board's \$9,000 challenge. It was agreed that \$250-level donors will be challenged to donate an additional \$250 to get the match. This leaves open the possibility of having a spring campaign for the pavilion and possibly a day of giving, possibly on Valentine's Day. It was moved and seconded to approve the Fundraising Update Report. The motion passed unanimously.

***Director's Report– Jill DiPaolo**

The machine that tracks daily traffic malfunctioned, so there are no numbers for the History Book Festival, but it was clear that the event was well attended and hugely successful.

Updates to the large meeting room are nearly complete.

Repairs to the cracks in the pavilion floor are being made.

Jill is working with staff on the reorganization.

***Board Committee Reports**

- Human Resources Committee - Chanta Howard-Wilkinson

Final changes have been made to the personnel handbook.

Chanta has identified two new committee members.

- Development Committee – See discussion under Consent Agenda

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

The holiday sale will be held December 13.

Candace has been meeting with members of the Sussex County Council in her role as member of the Sussex County Library Advisory Board. She has gotten a good reception and is planning a presentation for an upcoming council meeting to request additional funding for all county libraries.

Candace is creating a new website at librarystrong.org to provide information on Sussex County libraries.

***Old Business**

- Ad Hoc Pavilion Committee

The committee will have its first meeting on November 17.

***New Business**

- Board meeting dates

Dates for November and December board meetings will be changed. The November meeting will be held during the week of November 17 (date to be determined). The December meeting will take place December 16 at 10am.

***Administrative Matters & Public Comments**

There were no administrative matters or public comments.

Meeting adjourned at 11:40 a.m.

Respectfully submitted,

Nancy Sakaduski, Secretary