



BOARD OF COMMISSIONERS
Lewes Public Library Board of Commissioners
Board Meeting
Minutes of March 24, 2026

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, and Paul Sparrow, along with Assistant Library Director Kristen Gramer and Friends of the Public Library President Candace Vessella.

***Call to Order** at 10:02 a.m. by Maureen Miller

***Consent Agenda**

- Minutes of the February 24, 2026, Regular Meeting

A motion was made and seconded to accept the February 24, 2026, Regular Meeting minutes, as well as the minutes of the March 5, 2026, Special Meeting and the March 9, 2026, Special Meeting, with no changes. The motion passed unanimously.

- Financial Reports

Tom reviewed the financial reports and indicated that the library's financial status is sound.

The new Investment Policy will be discussed at the next board meeting.

A motion was made and seconded to accept the financial reports. The motion passed unanimously.

- Fundraising Update Report

A motion was made and seconded to pass the Fundraising Update Report. The motion passed unanimously.

***Director's Report**

Assistant Director Kristen Gramer presented the Director's Report in Jill's absence.

The meeting went into executive session at 10:13 to discuss a recent incident and the policy regarding violations of the Acceptable Behavior Policy. The executive session ended at 10:25 and the regular meeting resumed.

The new teen librarian has started work. She will be introduced to the board at a future meeting.

***Board Committee Reports**

- Development Committee

Leslie reported on the board match and stated that the committee learned much from it and are evaluating it for next year. There was 100% board participation.

The annual appeal has nearly reached its goal.

- Human Resources Committee

Chanta reported that the committee separated the handbook into sections for teams to review. They will meet on March 27 and expect to complete the review in two to three months.

The handbook will include an introduction that discusses the culture and values of the Lewes Public Library.

- Pavilion Committee

The committee is exploring a written vision for the pavilion.

The pavilion policies are being finalized.

There has been some discussion of a concession stand. This may be a good endeavor for the teen group.

***Friends' Report**

Candace reported that the FLPL membership campaign will start in May. There will be three letters, one for each level of donor.

The Beach Reads Book Sale (fiction and mysteries) will be held April 24-25.

***Old Business**

- Pavilion Accessibility Policy Revision

There was discussion of the policies regarding animals, both for the library and the pavilion. It was decided that the policies should allow service animals only in the library, except for library-sanctioned programs. The policy for animals at the pavilion will focus on behavior and control of the animals.

Wheelchair-accessible seating will be reserved until ten minutes before the start time for programs at the pavilion. There was discussion regarding whether there could be a way to indicate the need for accessible seating when the patron registers for the program. Kristen will investigate options.

Policies will be updated and presented at the next board meeting.

- Libraries Strengthen Communities

Candace reported on the March 17 presentation to Sussex County Council. Takeaways are that the library tax will not be increased this year, but there is reason to believe that the council may create a working group to study library funding. Library supporters should keep showing up at council meetings and having conversations with their representatives. The postcard campaign should continue. To date, ~1,000 postcards have been delivered.

Candace was recognized for her hard work in organizing this effort across the county and in coordinating the involvement of the independent libraries.

- Legislative Day

Representatives from LPL participated in Legislative Day in Dover. There will be no change in the funding formula this year, but it is a topic for the future.

There was considerable support for the proposed school librarian legislation.

***New Business**

- Workman's Comp

There was a slip and fall incident involving an LPL employee during icy conditions in the parking lot. Although it appears that the injury was relatively minor, it was decided that a workman's compensation claim be made to protect against possible future complications.

***Administrative Matters and Public Comments**

There was discussion of possible salary increases/bonuses for staff. A future executive session will be held to review options.

Tom suggested funding be made available for a part-time administrative assistant to assist the directors. The board was very supportive of this idea.

The meeting adjourned at 12:04 pm.

Respectfully submitted,
Nancy Sakaduski, Secretary