



BOARD OF COMMISSIONERS

Lewes Public Library Board of Commissioners

Board Meeting

Minutes of June 23, 2026

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

***Call to Order** at 10:08 a.m. by Maureen Miller

***Consent Agenda**

- Minutes of the May 26, 2026, Regular Meeting
- Financial Reports
- Fundraising Update Report

A motion was made and seconded to accept the Minutes and Financial Reports as written. Motion passed unanimously.

The board expressed appreciation for the recent editorial in the *Cape Gazette* praising the library.

Rebecca presented the Fundraising Update Report. The annual fundraising appeal will officially end June 30. Sponsorships will be a future priority, with targeted asks and longer-term commitments optimal.

The trend of higher donations with fewer donors has been seen both with the LPL and the FLPL appeals.

The newsletter continues to be well received, with a remarkable 77% open rate.

The change to no registration for Summerscape programs is working well.

***Director's Report**

Jill is providing stats in a new format that is working well. The board agreed that the new format is better.

The medium meeting room AV upgrade is complete.

Increasing printing costs (primarily due to toner costs) will necessitate higher fees.

Insurance quotes are being evaluated. Jill will send recommendations.

The board recognized Candace for her continuing efforts on behalf of LPL and county libraries.

***Board Committee Reports**

- Human Resources Committee – Chanta Wilkinson

Chanta reported that the committee meeting is being rescheduled beyond the busy summer period.

- Development Committee – Leslie Newman

This committee is on hiatus for the summer.

***Friends' Report**

Candace reported that the birthday sale went well. There will be a DVD movie-theme sale coming up.

FLPL completed their FY2026 commitment.

Advocacy efforts continue. There is still hope that the Sussex County Council will establish a working group to address long-term funding challenges.

***Election of Officers**

It was moved and seconded that Glenn Regan be made a board member and named Treasurer. Motion passed unanimously.

It was moved and seconded that Tom Hall be made an Ad Hoc board member. Motion passed unanimously.

It was moved and seconded that Maria Royce and Paul Sparrow be made Ad Hoc board members. Motion passed unanimously.

***FY 2027 Budget**

There was a discussion of whether to include a full-time or part-time administrative position. A motion was made and seconded to accept the budget with a full-time administrative position. Motion passed unanimously.

***New Business**

- **Facilities Management Committee**

Tom is creating a committee that will develop a long-term maintenance plan for LPL facilities. He will head the committee and will work on a charter. Other committee members will be named later.

- **Margaret Rollins Award**

A motion was made and seconded to establish a new annual award to be given at the volunteer luncheon to honor people who have made significant contributions to LPL. Motion passed unanimously.

- **Meeting Room Rates**

The board will address equity issues regarding room rental fees. A new policy will be developed.

- **Strategic Plan**

It was suggested that work begin on a new strategic plan. The board will first discuss goals for the plan and consider questions to be addressed. Jill, Chanta, and Maria will begin the process. A part of each future board meeting will be devoted to discussion of the strategic plan.

- **Executive Session**

At 12:21, the board went into Executive Session to discuss real estate matters. Nancy stepped out of the room.

Meeting resumed at 12:23

Meeting adjourned at 12:24.

Respectfully submitted,

Nancy Sakaduski