

## LIBRARY ADVISORY BOARD

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## Sussex County Library Advisory Board (LAB) Meeting Minutes

Wednesday, May 20, 2026  
10a -11:30a

West Complex Meeting Room Virtual participation is available.

Email Rachel Lynch at [Rachel.lynch@sussexcountyde.gov](mailto:Rachel.lynch@sussexcountyde.gov) for login information.

### Attendees:

In Person: Carol Fitzgerald (CF), Vivian Erickson (VE), Candance Vessella (CV),  
Dianna Boehm (DB), Rachel Lynch, Alison Miller

Virtual: Melissa Johnson, Catherine Kramer, Katie McDonough, Annie Norman, Kelly  
Kline, Jill DiPaolo, Mary Brittingham, Philip Hartmeyer, Lisa Petrecca

Absent: Mary Holloway (MH)

Call to Order & Adoption of the Wednesday, May 20, 2026 Agenda. 10:00am

Motion: DB    Seconded: CF

Approval of Wednesday, April 15, 2026 minutes as amended

Motion: CF    Seconded: VE

### Announcements:

- Annie Norman, state librarian retiring in August
  - Will present budgeting methods at June meeting
- Seaford Library Friends receive 2026 United for Libraries & Penguin Random House Grants for Small & Rural Libraries
- Stacey Lane (Youth Services Librarian at Laurel) recognized for Emerging Leader Award by DLA leadership award at MLA/DLA conference
- Georgetown chosen as part of Libraries Transforming Communities: Accessible Small and Rural Communities through ALA
- For National Library Week, LOC distributed retired catalog cases and changed into information kiosks. – Laurel Library chosen as Delaware host
- Lewes, Milton, & Rehoboth libraries invited to Legislative Hall by State Senator Huxtable to be recognized for Library Week and 125 years of DE Libraries
- New Sussex County Bookmobile
  - Old one currently in auction.
- LAB will be having executive sessions to work on ByLaws and possible process and procedures.
- Library Town Hall meeting 06/04/2026 at Duck Creek, virtually

### Sussex County Libraries

- System Updates
  - Lewes announced 06/16/2026 for Dr. Norman celebration
  - Discussion of using AI in grant writing. Consensus is okay to use as editor



- Attendance policies and what is an unscheduled absence
  - Salary survey will be edited and released
  - Discussion of patrons and body order policies.
  - Bridgeville Public Library and Heritage Shores Bicycle Group hosting bike rodeo 05/30/2026
  - Frankford Library's Plantapalooza in 05/23/2026. Master Gardeners will be there
  - Lewes had Jazz Festival 05/15/2015
  - Children's Book Festival in May at the Milton Library had 2,000 visitors
  - 06/06/2026 Bridgeville Jumping June Jamboree celebrating Summer Reading and US 250.
- Library Advisory Board (LAB) updates
    - LAB report
      - DB – Have not reached out, but will have report for next meeting
      - VE – Sussex County Friends meeting. 13 Libraries represented. Want to have meeting again.
      - CV – Rehoboth still fundraising for downtown construction. Details on progress in Cape Gazette. Lewes has summer rack card for outdoor programs. More details to be in Cape Gazette.
      - CF – Visited Laurel. Successful searching for and receiving grants. Parking is largest issue. Homeschooling attendance has been declining. Online presence and resources are suspected of why. Plans to meet with Seaford later.

#### **DDL/Steering/DE Libraries/COL**

- Council on Libraries report
  - No meeting because of MLA/DLA - Next meeting is the Library Town Meeting at Duck Creek Library 06/04/2026 9:00am – 1:00pm
- Consortium Director's Meeting report (in place of Public Library Steering Committee Meeting)
  - Internet filtering discussed. No filtering inside, but outdoor wireless are.
  - LTM planning
  - LSTA 5 year plan
  - Looking at approaches for new state funding formula
  - Online cards profiles and length of borrow privilege extended.

#### **Possible Executive Session – self evaluation pursuant to 29 Del.C.10004(b)**

Call for executive session. 10:35am

Motion: CF    Seconded: DB

Return to session. 11:28am

Timeline for creating Bylaws established.

Next meeting date: Wednesday, June 17, 2026, at 10:00am West Complex 1<sup>st</sup> Floor meeting room. Virtual participation is available.

Adjourn at 11:30am

Motion: DB    Seconded: VE

**This Agenda is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the Meeting. Agenda items listed may be considered out of sequence.**