Seaford District Library Board Meeting Minuets

Date: 7/16/2026

Time: Meeting was called to order at 6:19pm

Presiding Officer: President Virginia Dickerson

Attendance: Virgina Dickerson, Rony Fletcher, Rachel Lawson, Ronisha Parker

Absent: Tracy Tolbert, Jose Santos

Approval of Minutes:

There were no minutes provided to review from June 4th, 2026, virtual meeting

Public Comments

There were no public comments

Old Business/Unfinished Business

There were four quotes previously submitted at the June 4th, 2026, meeting. A motion was made by R. Fletcher and seconded by R. Parker to accept the quote from Lank, Johnson and Tull. Confirmation of monthly cost will be provided by the R. Lawson once paperwork is finalized.

Reports:

Library Director Report (R. Lawson)

346 registered participants for the Summer Reading Program

Attendance for programming has doubled since last year

There was an issue with backflow prevention report submission. The process was completed but not submitted to the City of Seaford. The issue is in the process of being corrected. R. Lawson will follow up with details once the issue is resolved

Treasurer Report (R. Fletcher)

Checking: 39,655.52

Savings: $55, 018.60

Credit Card Outstanding Balance: $505.62

Mortgage Loan: $293,506.44

New Business

There were reports of challenges with patrons (adults and children) regarding behavior. R. Parker provided a quick guide document on de-escalation and contact information for non-emergency police assistance and the crisis line during the June library staff meeting. R. Lawson will draft a policy regarding teen grouping limits and share once completed.

A motion was made by R. Parker and seconded by R. Fletcher to renew Avery Hall insurance.

Sussex Tech will start ESL and GED programming at the library in the fall.

Mango Languages quote was presented in the amount of $1200 for the year. It was discussed that there are benefits to the service for library cardholders. It was agreed upon to seek out grants and to contact Sussex Tech regarding this service.

FY 27 budget was reviewed. It was agreed to obtain a new quote for waste management services. The current vendor will be increasing cost to $550/month.

R. Fletcher made a motion to accept the budget it was seconded by R. Parker

The board agreed to consider reviewing banking options. R. Lawson will follow up with Community Bank to make an appointment to discuss services.

Board responsibilities and policies review will be discussed at the next meeting on 8/4/26. During that time current policies and drafts of new policies will be discussed and voted on.

Board re-organization was discussed. V. Dickerson will remain President; T. Tolbert will remain Vice President; R. Fletcher will remain Treasurer; R. Parker will take the role of Secretary. These roles will be effective immediately.

Board meetings will move from Thursdays at 6:00 p.m. to Tuesdays at 6:00 p.m. V. Dickerson will send potential Tuesday meeting dates, and the board will confirm them. Meetings will be held in person moving forward, except in cases of emergencies or weather-related events.

Susan Lamb donated $2000 for FY 27.

R. Lawson will e-mail event announcement from United for Libraries and Bynes Consulting Report.

Executive Session:

Executive Session did not occur. There were no topics to be discussed.

Adjournment: Meeting was adjourned at 7:00pm