

**Milford Public Library
Board Meeting Minutes
April 20th, 2026**

President Ya'nelle Powell called the meeting to order at 10:02AM.

Present: Ya'nelle Powell, Meredith Wise, and Averi Richards

Staff Present: Lea Rosell

Previous Meeting Minutes: Meredith made a motion to approve the minutes. Ya'nelle seconded.

Director's Report: It was reported that statewide circulation remains slightly down year over year; however, daily library traffic has increased significantly despite closures during February. March circulation rebounded strongly and the library continues to perform in the middle range statewide relative to library size and service population. Children's programming continues to perform well, including expanded art-based programming and outreach events. Outreach efforts included visits to local schools, ESL classes, GED students, spring family nights, and downtown community events. Teen programming saw strong engagement, particularly the four-week Japanese language and culture series. Adult programming continues steadily with recurring wellness, reading, and educational programs, including CPR basics classes. It was reported that the Longwood grant visit went very well. Follow-up materials were submitted and award announcements are expected between May 20–22. The Community Reinvestment Fund (CRF) application is due May 1, and the library plans to request increased funding. Staffing updates were discussed. The newly hired Adult Program Coordinator accepted a full-time position elsewhere shortly after hiring. To address summer programming needs, a temporary staff member familiar with library systems and programming operations will assist through the summer months. Discussion occurred regarding upcoming public messaging surrounding the construction project and anticipated program limitations during portions of late summer and early fall. The Board agreed that draft public communications and press releases should be prepared and circulated for review. Additional discussion included potential future tenants for the commercial rental space following construction completion. Interest has already been expressed by multiple parties. It was also reported that the library will participate in a statewide rural health grant initiative, which will support additional outreach services, technology education, and community resource programming.

Financial Reports: Financial reports were reviewed and remain in strong standing. Income currently exceeds expenses and overall finances remain on track for the fiscal year. Notable maintenance expenses included: Fire suppression system work related to construction preparation, plumbing and restroom repairs and furniture and office-related purchases. Averi made a motion to approve the financial reports. Meredith seconded.

New/Old Business: The updated budget draft will be distributed electronically and formally reviewed during the next meeting. Construction updates included discussion regarding builder's risk insurance quotes, final construction coordination meetings, scheduled trade bid

walkthroughs, and flooring and finish selections. Durable hard flooring and carpet systems designed for long-term maintenance and warranty protection were reviewed. Additional donor discussions and possible local capital requests may be needed depending on future project costs. Discussion also occurred regarding anticipated impacts on public gathering areas during construction.

Other Business: Board discussion included several patron conduct incidents that resulted in temporary bans due to violations of library conduct policies, including inappropriate computer usage, harassment, and disruptive behavior. Discussion also occurred regarding community partnerships, outreach opportunities through the University of Delaware, and additional grant-funded programming opportunities. It was noted that the library recently received positive local media coverage regarding renovation efforts and community initiatives.

Administrative Matters & Public Comments: None.

Adjourn: Meredith made a motion to adjourn the meeting at 10:27AM. Averi seconded.

The next regular board meeting will be held at 10:00AM on Monday, May 18th, 2026, in the Bailey Room at MPL.