



TOWN OF LEDYARD CONNECTICUT

Library Commission

~ AGENDA ~

Bill Library
718 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Gales Ferry Library
18 Hurlbutt Road
Gales Ferry, Connecticut 06335

Chair
John Bolduc

Regular Meeting

Monday, August 18, 2025

7:00 PM

Bill Library

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. MEMBER COMMENTS

VI. REPORTS

1. Treasurer's Report

2. Director's Report

Attachments: [July 2025 DRComm](#)

3. Investment Working Group

4. Consortium Working Group

5. Friends of the Ledyard Library

VII. APPROVAL OF MINUTES

1.0 MOTION to approve the library commission regular meeting minutes of June16,2025

Attachments: [Library Commission Draft Minues 6.16.2025](#)

VIII. OLD BUSINESS

1. Any old business proper to come before the Commission.

IX. NEW BUSINESS

1. Any new business proper to come before the Commission.

X. NEXT MEETING

XI. ADJOURNMENT

DISCLAIMER: Although we try to be timely and accurate these are not official records of the

Town.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2331

Agenda Date: 8/18/2025

Agenda #: 1.

REPORT

Staff/Committee Report:
Treasurer's Report



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2332

Agenda Date: 8/18/2025

Agenda #: 2.

REPORT

Staff/Committee Report:
Director's Report

Director's Report –Ledyard Library Commission meeting

Date: July 10, 2025

Library news:

1. Staffing Updates

- Stephanie Akers has resigned from her position as Library Associate due to health reasons.
- Amanda Marcelynas, a Ledyard community member and library patron, will begin training as a new Library Associate on August 13.
- Sarah Desormier will return to the Ledyard Library as a substitute-only staff member.

2. Legislative Compliance – Bill No. 1271

- Requires updates to the Collection Development & Maintenance Policy, Library Display & Program Policy, and Materials Review & Reconsideration Policy by Oct 1, 2025.
- Drafts are underway, with updates to the Collection Development and Materials Review policies already completed.

3. Programming and Events

- Summer Reading had 330 registrations and 2,300+ adventures logged.
- Fall programs planned include:
 - Bookbinding workshop
 - Victorian tea event
 - “Dying to meet you” Funeral home presentation

4. Collection Development & Weeding

- Transitioning primary book ordering to Ingram to address B&T vendor delays; staff feedback mostly positive, final assessment pending.
- Nonfiction weeding underway at both branches

5. Social Media

- Drue has significantly improved social media presence, contributing to increased program attendance.
- Assistant librarians note patrons have mentioned they learned about recent events via Drue's cross-posting on community pages.

6. Annual Report

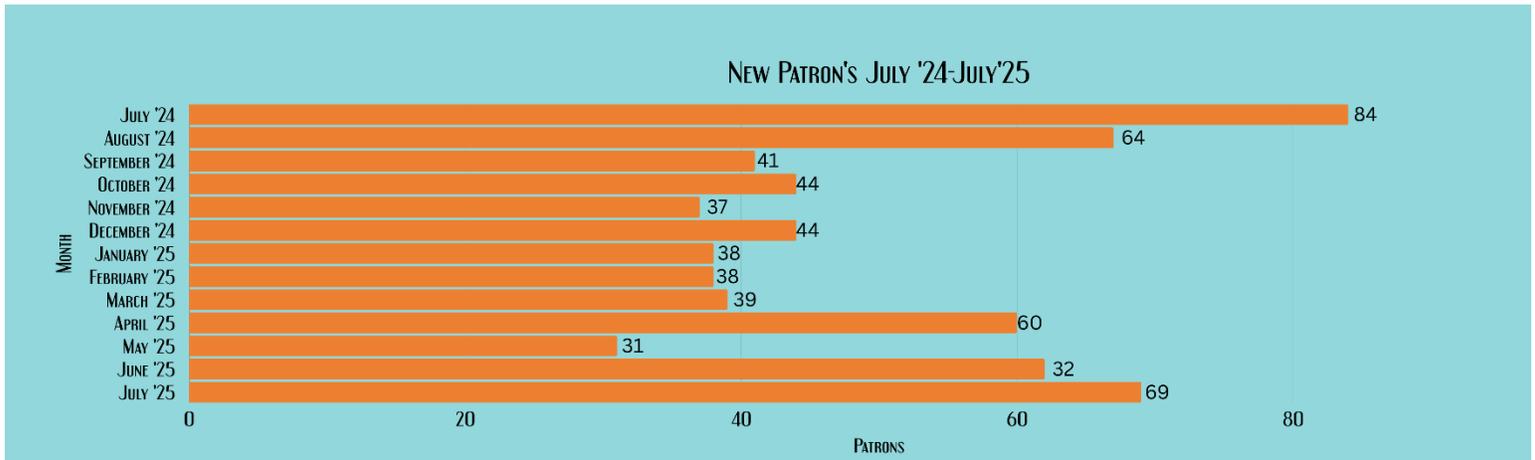
- Preparation progressing steadily.

Ebook stats (last two months)

	June '25 Stats	July '25 Stats
Libby	2157	2254
Palace	23	283
Hoopla	0	0

Checkouts (includes renewals and items Checked out from ILL)

	June 25	July 25
Bill Checkouts	3386	4113
GFCheckouts	2865	3346



Building:

- Public works ripped out the weeds from the side of Bill, and planted Wild Flower seeds.

Respectfully submitted, Ambrosia Lavallee



TOWN OF LEDYARD

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File #: 25-2333

Agenda Date: 8/18/2025

Agenda #: 3.

REPORT

Staff/Committee Report:
Investment Working Group



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2334

Agenda Date: 8/18/2025

Agenda #: 4.

REPORT

Staff/Committee Report:
Consortium Working Group



TOWN OF LEDYARD

741 Colonel Ledyard
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Ledyard, CT 06339-1511

File #: 25-2335

Agenda Date: 8/18/2025

Agenda #: 5.

REPORT

Staff/Committee Report:

Friends of the Ledyard Library



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2370

Agenda Date: 8/14/2025

Agenda #: 1.0

MINUTES

Minutes:

Approval of meeting minutes



TOWN OF LEDYARD

Library Commission

Meeting Minutes - Draft Minutes

Bill Library
718 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Gales Ferry Library
18 Hurlbutt Road
Gales Ferry, Connecticut 06335

Chair
John Bolduc

Regular Meeting

Monday, June 16, 2025

7:00 PM

Gales Ferry Library

I. CALL TO ORDER

Chairman Bolduc called the meeting to order at 7:00 p.m. at the Ledyard - Gales Ferry Library.

II. ROLL CALL

Present Chairperson John Bolduc
Commissioner Barbara Candler
Commissioner Elizabeth Rumery
Vice Chair Rolf Racich
Commissioner Cynthia Wright

Excused Recording Secretary Ellin Grenger
Treasurer Ralph Hightower
Commissioner Peter Diette
Commissioner Wendy Hellekson

In addition, the following were present:
Ambrosia Lavalley - Library Director
Carmen Garcia- Town Council Liaison

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None

V. MEMBER COMMENTS

1. Discussion
2. Community Relations Committee – John has been invited to attend the Farmer’s Market to represent the library.

VI. REPORTS

1. Treasurer’s Report

Treasurer Hightower was excused from meeting. There was no activity in each of the three accounts.

2. Director's Report

Ms.Lavallee Presented the Director's Report.

Budget News:

- Ledyard Lion Grant of \$500 deposited into account.

Library News:

May 22 - Staff Development Meeting

- All staff attended.
- The meeting went well.
- Staff were given the opportunity a month in advance to add agenda items to a shared Google Drive.
- Discussion topics included:
 - Ideas for more effective communication
 - Suggestions for improving overall morale
 - Re-training staff in shelving
 - Policy refreshers: each staff person will restudy current policies
- Each Assistant Librarian presented their summer reading programming.

Social Media

- Spoke with the Assistant Librarians about designating 2 working hours per week to a staff member for managing social media posts about events and programming.
 - This role would help inform the public about programming and potentially increase library usage.
 - The 2 hours would come from the unused hours left vacant after Ray's departure.
 - Assistant Librarians were in favor of the idea.
- They liked the plan of emailing post content to one person, who would then handle formatting and scheduling through Meta.
- Spoke with Drue about taking on the role; he was interested.

2025 Previous month's checkout statistics for Bill and GF

	BILL CHK OUTS	GF CHK OUTS
April 2025	2,655	2,019
May 2025	2,209	2,158

2024 (MAY) Checkout stat's for Bill and GF

	BILL CHK OUTS	GF CHK OUTS
May 2024	2,219	1,728

Building News:

- A new bulletin board (exclusive for library programming) has been added to the Bill Library hallway.

3. Investment Working Group
None
4. Consortium Working Group
None
5. Friends of the Ledyard Library
None

VII. APPROVAL OF MINUTES

1. Motion to approve the Library Commission regular meeting minutes of May 19,2025

RESULT: APPROVED AND SO DECLARED

MOVER: Rolf Racich

SECONDER: Elizabeth Rumery

AYE 4 Bolduc Candler Rumery Racich

EXCUSED 4 Grenger Hightower Diette Hellekson

ABSTAIN 1 Wright

VIII. OLD BUSINESS

1. Motion to approve Community Meeting Room regulations policy change as presented.

RESULT: APPROVED AND SO DECLARED

MOVER: Elizabeth Rumery

SECONDER: Cynthia Wright

AYE 5 Bolduc Candler Rumery Racich Wright

EXCUSED 4 Grenger Hightower Diette Hellekson

2. Motion to delay implementation of annual appeal until Spring of 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Elizabeth Rumery

SECONDER: Cynthia Wright

AYE 5 Bolduc Candler Rumery Racich Wright

EXCUSED 4 Grenger Hightower Diette Hellekson

3. Any Old Business proper to come before the Commission
GF District meeting was attended by Ms. Rumery and Ms. Lavallee

IX. NEW BUSINESS

1. Discussion on Federal library funding education

RESULT: DISCUSSED

2. Motion to approve Library Commission FY2025-2026 budget, Library Investment funds FY 2025-2026 budget and Library Investment funds Gales Ferry FY 2025-2026 budget.

RESULT: APPROVED AND SO DECLARED

MOVER: Rolf Racich

SECONDER: Cynthia Wright

AYE 5 Bolduc Candler Rumery Racich Wright

EXCUSED 4 Grenger Hightower Diette Hellekson

3. Motion to create a Google Drive to share ideas to pursue fundraising with the Library Commission, Friends of the Ledyard Library, and Library Staff.

None

X. NEXT MEETING

Next Meeting date, August 18, at 7:00 will be held at the Bill Library.

XI. ADJOURNMENT

Mr. Raiche moved the meeting be adjourned, seconded by Ms. Wright.

The meeting adjourned at 8:10 p.m.

VOTE: 5-0 Approved and so declared

Respectively Submitted,

Chairman Bolduc
Library Commission

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File #: 25-2336

Agenda Date: 8/18/2025

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any old business proper to come before the Commission.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2338

Agenda Date: 8/18/2025

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any new business proper to come before the Commission.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)