



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, June 15, 2026

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

Attachments: [May 26 Treasurers Report](#)

2. Director's Report

Attachments: [Director's Report June 2026](#)
[05.2026 LPL Monthly Stats Report](#)

3. Investment Working Group

4. Friends of Ledyard Library

VII. APPROVAL OF MINUTES

1. Library Commission Meeting Minutes May 18, 2026

Attachments: [Library Commission Regular Meeting Minutes May 18 2026](#)

VIII. OLD BUSINESS

Any Old Business proper to come before the Committee

XI. NEW BUSINESS

Any New Business proper to come before the Committee

X. NEXT MEETING

1. Next Meeting: August 17, 2026 at the Gales Ferry Community Center at 7:00 p.m.

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 #: 26-0867

Agenda Date: 6/15/2026

Agenda #: 1.

REPORT

Staff/Committee Report:
Treasurer's Report

LIBRARY COMMISSION FY 2025-2026 BUDGET					
May Actual vs Budget					
	FY 2026 Budget	April YTD	May	Year To Date	
RECEIPTS					
Carryover	3,200.00	3,200.00		3,200.00	
BorrowIT Reimbursement	1,000.00	1,000.00		1,000.00	
Donations ¹	1,000.00	1,325.00	-	1,325.00	
Grants ²	42,000.00	3,700.00	-	3,700.00	
Seed Library	100.00			-	
Total Receipts	47,300.00	9,225.00	-	9,225.00	
EXPENDITURES	FY 2026 Budget	April YTD	May	Year To Date	Net Budget
Adult Programs	400.00	370.00	-	370.00	30.00
Books, Media & Technology**	4,000.00	1,886.78	64.39	1,951.17	2,048.83
Children's Programs	750.00	432.65	112.50	545.15	204.85
Grants	42,000.00	4,019.04	-	4,019.04	37,980.96
Seed Library	150.00	59.40	-	59.40	90.60
Total Expenditures	47,300.00	6,767.87	176.89	6,944.76	40,355.24
BALANCE		2,457.13	(176.89)	2,280.24	

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LIBRARY INVESTMENT FUNDS - EITHER FY 2025-2026 BUDGET					
May Actual vs Budget					
	FY 2026 Budget	April YTD	May	Year To Date	
RECEIPTS					
Investment Income - Either	1,023.00	3,673.00	-	3,673.00	
Grants/Bequests**	5,500.00	3,021.69	-	3,021.69	
Annual Appeal	10,000.00			-	
Total Receipts	16,523.00	6,694.69	-	6,694.69	
EXPENDITURES	FY 2026 Budget	April YTD	May	Year To Date	Net Budget
Investment Income - Either	1,023.00	2,400.00	-	2,400.00	(1,377.00)
Hauptfeld Bequest	5,500.00	775.00	-	775.00	4,725.00
Annual Appeal	2,500.00				
Annual Appeal Spending	7,500.00				
Total Expenditures	16,523.00	3,175.00	-	3,175.00	3,348.00
BALANCE		3,519.69	-	3,519.69	

LIBRARY INVESTMENT FUNDS - GALES FERRY FY 2025-2026 BUDGET					
May Actual vs Budget					
	FY 2026 Budget	April YTD	May	Year To Date	
RECEIPTS					
Investment Income - Gales Ferry	1,258.00	1,258.00	-	1,258.00	
Donations	-	-		-	
Total Receipts	1,258.00	1,258.00	-	1,258.00	
EXPENDITURES	FY 2026 Budget	April YTD	May	Year To Date	Net Budget
Investment Income - Gales Ferry	1,258.00	-	-	-	1,258.00
Total Expenditures	1,258.00	-	-	-	1,258.00
BALANCE		1,258.00	-	1,258.00	



TOWN OF LEDYARD

741 Colonel Ledyard
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Ledyard, CT 06339-1511

File #: 26-0868

Agenda Date: 6/15/2026

Agenda #: 2.

REPORT

Staff/Committee Report:
Director's Report

Director's Report to the Library Commission

Discussing May 2026 | Presented June 2026

Budget:

- We're happy to say that the budget passed without any changes. Now that Jessa is back one of the first things that she will do is to start working on FY 2027 budget.

Director Information:

- We are happy to have Jessa back at the helm! She was definitely missed and we look forward to having someone in the leadership role once again.

Library News:

- Summer is almost here and both the youth and adult departments are pretty much set and ready to go. Registration for both is now open but logging adventures and reading starts on June 20. This is also when our summer programming kicks off. We are really looking forward to having a fun and active summer at the library.
- May was a fairly quiet month for programming, especially in the youth department as weekly storytimes and other youth programming ended the second week of May. We use the time at the end of May and early June to prepare for summer. However, there was a well-attended birding program that Matt organized with fifteen people attending between in person and virtual attendees.
- Lyndsey represented the library at the Lion's Club where we were given a \$500.00 check. The Lions really enjoyed hearing about how we used their donation last year to buy the Yoto boxes and cards. We are fortunate that we have such supportive community partners.
- Our Tech Services department is doing a great job of keeping up with the end of the fiscal year processing. This has been a real challenge and we hope that next year we will be better able to space out the orders so that Erica is not overwhelmed with so many boxes. We really appreciate her hard work and are very fortunate to have her on staff.
- The new windows in the Gales Ferry children's room have been installed. What they hoped would be a two-day project turned into a week-long project so we had to close that area longer than we expected. But, now that everything is complete, we are very happy with our new windows. We look forward to cooler days where we can open those windows and have them stay open. We are still in the process of trying to match the paint to the walls in the areas that need to be touched up but hopefully that will be taken care of by the end of June.

Stacey Burt
Youth Services Librarian
sburt@ledyardlibrary.org

General Services	B	GF	LPL	Last Month	Change	Notes
People Count	2054		1464	3518	3919	-10%
Directional Questions	95		53	148	189	-22%
Reference Questions	172		124	296	311	-5%
Privacy Booth Use	5		0	5	7	-29%
Library Card Registrations	32		12	44	49	-10%
Meeting Room Use	7		5	12	13	-8%
Meeting Room Attendance	45		94	139	130	7%
Website (pending)				0		
Wireless Use	1210		592	1802	1862	-3%
Computer Use	170		111	281	296	-5%
Homebound Participants	0		0	0		0% Revamping program
Homebound Deliveries	0		0	0		0%
Seed Library (Packets Distributed)	206		88	294	459	-56%
Adult Volunteers	2		0	2	1	100%
Adult Volunteer Hours	2		0	2	4	-50%
Youth Volunteers	1		0	1	1	0%
Youth Volunteer Hours	3.5		0	3.5	6	-42%

Online Resources	LPL	Last Month	Change	Notes
hoopla (Checkouts)	407	420	-3%	
hoopla (Active Users)	188	197	-5%	New metric
Libby (Checkouts)	2061	1983	4%	
Libby (Active Users)	422	432	-2%	
Palace Project (Checkouts)	50	30	67%	
Palace Project (Patron Signups)	2	3	-33%	
Ancestry (Unique Sessions)	104	88	18%	
Job Now (Unique Visits)	32	2	200%	
Workforce Solutions (Page Visits)	0	0	0%	
Shoutbomb (Total Texts for the Month)	220	228	-4%	
Transparent Language (Unique Users)	4	8	-50%	
Transparent Language (Total Sessions)	41	16	156%	

Marketing	LPL	Last Month	Change	Notes
Constant Contact Open Rate	47%	51%	-7%	
Constant Contact Subscribers	1948	1852	5%	
Facebook Followers	2492	2473	1%	
Facebook Content Interactions	413	496	-17%	
Facebook Viewers	5388	6061	-11%	
Instagram Followers	948	937	1%	
Instagram Content Interactions	15	27	-44%	
Instagram Reach	128	145	-12%	

Circulation	B	GF	LPL	Last Month	Change	Notes
A. Fiction	505	289	794	783	1%	
A. Non-Fiction	255	157	412	394	5%	
A. Graphic Novel	2	6	8	11	-27%	
A. Magazines	50	19	69	88	-22%	
A. Audio	4	2	6	14	-57%	
A. Music	28	55	83	35	137%	
A. DVD	165	64	229	226	1%	
A. Other	60	36	96	107	-10%	
Adult Total	1069	628	1697	1658	2%	
YA Fiction	60	26	86	93	-8%	
YA Non-Fiction	7	6	13	23	-43%	
YA Graphic Novel	27	21	48	35	37%	
YA Other	11	6	17	11	55%	
YA Total	105	59	164	162	1%	
J Fiction	579	549	1128	1286	-12%	
J Non-Fiction	189	75	264	292	-10%	
J Picture Book	470	398	868	860	1%	
J Graphic Novel	237	111	348	342	2%	
J DVD	67	55	122	119	3%	
J Audio	114	56	170	200	-15%	
J Other	112	60	172	184	-7%	
Juvenile Total	1768	1304	3072	3283	-6%	
Museum Passes	6	2	8	14	-43%	
Total Circulation	2942	1991	4933	5103	-3%	

Programming	LPL	Last Month	Change	Notes
<i>Adult</i>				
In-Person Onsite Programs	9	10	-10%	
In-Person Onsite Attendance	40	59	-32%	
In-Person Offsite Programs	1	1	0%	
In-Person Offsite Attendance	8	7	14%	
Self-Directed Activities	0	0	0%	
Self-Directed Activities Participation	0	0	0%	
<i>Teen</i>				
In-Person Onsite Programs	0	4	-100%	
In-Person Onsite Attendance	0	53	0%	
In-Person Offsite Programs	0	0	0%	
In-Person Offsite Attendance	0	0	0%	
Self-Directed Activities	0	0	0%	
Self-Directed Activities Participation	0	0	0%	
<i>Children</i>				
In-Person Onsite Programs	10	22	-55%	
In-Person Onsite Attendance	196	562	-65%	
In-Person Offsite Programs	1	2	-50%	
In-Person Offsite Attendance	12	37	-68%	
Self-Directed Activities	4	4	0%	
Self-Directed Activities Participation	238	278	-14%	



TOWN OF LEDYARD

741 Colonel Ledyard
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Ledyard, CT 06339-1511

File #: 26-0869

Agenda Date: 6/15/2026

Agenda #: 3.

REPORT

Staff/Committee Report:
Investment Working Group



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0870

Agenda Date: 6/15/2026

Agenda #: 4.

REPORT

Staff/Committee Report:
Friends of Ledyard Library



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0872

Agenda Date: 6/15/2026

Agenda #: 1.

MINUTES

Minutes:

Library Commission Meeting Minutes May 18, 2026



TOWN OF LEDYARD

Library Commission

Meeting 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, May 18, 2026

7:00 PM

Gales Ferry Community Center

I. CALL TO ORDER

Chairman Bolduc called the meeting to order at 7:02 p.m. at the Gales Ferry Community Center.

II. ROLL CALL

In addition, the following were present:

Stacey Burt - Assistant Librarian I, Youth Services

- Present** Chairman John Bolduc
- Treasurer Ralph Hightower
- Vice Chair Rolf Racich
- Recording Secretary Ellin Grenger
- Commissioner Gillian Thorne
- Commissioner Elizabeth Rumery
- Excused** Commissioner Peter Diette
- Commissioner Wendy Hellekson
- Commissioner Cynthia Wright

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None.

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None.

V. MEMBER COMMENTS

None.

VI. REPORTS

1. Treasurer's Report

Ralph went through the Treasurer's report.

2. Director's Report

Budget:

- No changes as yet, just waiting to hear how things turn out after the referendum vote.

Director Information:

- Jessa is planning on returning June 10. We are looking forward to having her back, but everything is going well in the meantime.

Library News:

- In our Adult Services department, Matt continues the process of weeding our non-fiction section in preparation for shifting the collections at Bill Library. This is a big endeavor and the plan is to have that happen in early June.
- Lyndsey’s Tea Blending Workshop with Thyme for Tea was a huge success at Gales Ferry with 20 people attending. Lyndsey also presented on her program Dying to Talk about This at the CLA Conference, and she did a fantastic job in representing the library.
- The highlight for the Youth Department in April was the Mason Jar Terrarium program for teens. We had 21 people come for the terrarium project but we also partnered with the Ledyard Beautification Committee to hold their Earth Day event at the same time. They had a drop off your trash, recycled sculpture contest, and plant swap that went well. We always enjoy partnering with others in the community and hope to do it again next year.
- It looks like we will be getting new windows in the children’s room at Gales Ferry library sometime in late May or early June. This means we will have to close access to the children’s room at Gales Ferry from a Thursday to Monday. This shouldn’t be too much of a problem because this is the time of year the Youth Department takes a break from programming to prepare for summer activities.
- Our Tech Services department is doing well keeping up with the demand of processing the books that are coming in in droves. This is due to the need to order things before the end of the fiscal year. Erica and Stacey also got all of the 2027 Nutmeg books processed and out on May 1. - Stacey Burt, Assistant Librarian I, Youth Services

3. Investment Working Group

No report.

4. Friends of Ledyard Library

The Friends will be holding a BOGO sale in June.

VII. APPROVAL OF MINUTES

1. Library Commission Meeting Minutes Apr. 20, 2026

Motion to approve the Regular Meeting Minutes of April, 20, 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Gillian Thorne

SECONDER: Rolf Racich

AYE 4 Bolduc Racich Grenger Thorne

EXCUSED 3 Diette Hellekson Wright

ABSTAIN 2 Hightower Rumery

VIII. OLD BUSINESS

Any Old Business proper to come before the Committee

None.

XI. NEW BUSINESS

Any New Business proper to come before the Committee

None.

X. NEXT MEETING

1. Next Meeting: June 15, 2026 at Ledyard Bill Library at 7:00 p.m.

IX. ADJOURNMENT

Mr. Hightower moved the meeting be adjourned, seconded by Ms. Grenger.

The meeting adjourned at 7:13 p.m.

VOTE: 6-0 Approved and so declared

Respectively Submitted,

Chairman John Bolduc
Library Commission

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 #: 26-0871

Agenda Date: 6/15/2026

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Next Meeting: August 17, 2026 at the Gales Ferry Community Center at 7:00 p.m.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)