



# 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

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**Monday, June 16, 2025**

**7:00 PM**

**Gales Ferry Library**

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#### **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. Approval of Meeting Room Regulations

**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. Discuss and vote on creating an annual appeal procedure

**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. Approval of the FY26 Library Commission “Either” and “GF” Investment accounts

**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. Any New Business proper to come before the Commission  
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,

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Chairman Bolduc  
Library Commission

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