



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, November 18, 2024

7:00 PM

Bill Library

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: [2024.06 Treasurer's Report](#)
[2024.07 Treasurer's Report](#)
[2024.08 Treasurer's Report](#)
[2024.09 Treasurer's Report](#)
[2024.10 Treasurer's Report](#)

2. Director's Report

Attachments: [Director's Report - September 2024](#)
[Director's Report - October 2024](#)
[Director's Report - November 2024](#)

3. Investment Working Group

4. Consortium Working Group

Attachments: [LION Proposed Fees FY 2025_2026](#)

5. Friends of the Ledyard Library

VII. APPROVAL OF MINUTES

1. Motion to approve the regular meeting minutes of the Library Commission meeting from October 21, 2024.

Attachments: [2024.10.21 Commission Minutes](#)

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. ADJOURNMENT

The next Library Commission meeting is scheduled for December 16, 2024 at the Gales Ferry Library.

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 #: 24-0800

Agenda Date: 11/18/2024

Agenda #: 1.

LIBRARY COMMISSION FY 2023-2024 BUDGET					
June Actual vs Budget					
	FY 2024 Budget	May YTD	June	Year To Date	
RECEIPTS					
Carryover	7,371.95	7,371.95		7,371.95	
Donations/ Misc./other ¹	2,000.00	1,567.94	110.00	1,677.94	
Fundraising ²	500.00	500.14		500.14	
Grants				-	
❖LTC Grant	40,000.00	20,000.00		20,000.00	
❖DeliverIT State Library Grant	828.00	828.00		828.00	
❖Public Incentive State Library Grant	1,442.00	1,442.00		1,442.00	
❖New London Kiwanis	500.00	500.00		500.00	
❖Traveling Toys	3,333.33		3,333.33	3,333.33	
❖Ledyard Rotary Foundation Inc	2,000.00		2,000.00	2,000.00	
Seed Library	150.00	150.00		150.00	
Total Receipts	58,125.28	32,360.03	5,443.33	37,803.36	
EXPENDITURES	FY 2024 Budget	May YTD	June	Year To Date	Net Budget
Adult Programs	500.00	462.77	36.10	498.87	1.13
Books, Media & Technology	5,500.00	4,418.22	600.19	5,018.41	481.59
Children's Programs	1,000.00	999.57		999.57	0.43
Grants				-	
❖LTC Grant	20,000.00	17,992.60	375.79	18,368.39	1,631.61
❖DeliverIT State Library Grant	828.00	-	-	-	828.00
❖Public Incentive State Library Grant	1,442.00	-	-	-	1,442.00
❖New London Kiwanis	500.00	-	-	-	500.00
❖Traveling Toys	3,333.33	-	-	-	3,333.33
❖Ledyard Rotary Foundation Inc	2,000.00	-	-	-	2,000.00
Seed Library	150.00	-	-	-	150.00
Total Expenditures	35,253.33	23,873.16	1,012.08	24,885.24	10,368.09
BALANCE		8,486.87	4,431.25	12,918.12	

¹ Glenwoods Book Club; Elaine Peterson

LIBRARY INVESTMENT FUNDS - EITHER LIBRARY FY 2023-2024 BUDGET					
June Actual vs Budget					
	FY 2024 Budget	May YTD	June	Year To Date	
RECEIPTS					
Investment Income - Either ¹	600.00	-	600.00	600.00	
Grants/Bequests	2,366.56	375.00	-	375.00	
Total Receipts	2,966.56	375.00	600.00	975.00	
EXPENDITURES	FY 2024 Budget	May YTD	June	Year To Date	Net Budget
Investment Income - Either	-	-	600.00	600.00	(600.00)
Grants/Bequests	2,366.56	375.00	-	375.00	1,991.56
Total Expenditures	2,366.56	375.00	600.00	975.00	1,391.56
BALANCE		-	-	-	

¹Slat Wall Displays

LIBRARY INVESTMENT FUNDS - GALES FERRY FY 2023-2024 BUDGET					
June Actual vs Budget					
	FY 2024 Budget	May YTD	June	Year To Date	
RECEIPTS					
Investment Income - GF ¹	970.75	504.28	466.47	970.75	
Donations	-	-	-	-	
Total Receipts	970.75	504.28	466.47	970.75	
EXPENDITURES	FY 2024 Budget	May YTD	June	Year To Date	Net Budget
Investment Income - GF ¹	970.75	504.28	466.47	970.75	-
Total Expenditures	970.75	504.28	466.47	970.75	-
BALANCE		-	-	-	

LIBRARY COMMISSION FY 2024-2025 BUDGET					
July Actual vs Budget					
	FY 2025 Budget	YTD	July	Year To Date	
RECEIPTS					
Carryover	27,921.57		27,921.57	27,921.57	
BorrowIT Reimbursement	1,000.00				
Donations/ Misc./other	1,500.00		500.00	500.00	
Fundraising	500.00			-	
Grants	5,333.33				
Seed Library	100.00			-	
Total Receipts	36,354.90	-	28,421.57	28,421.57	
EXPENDITURES	FY 2025 Budget	YTD	July	Year To Date	Net Budget
Adult Programs	500.00			-	500.00
Books, Media & Technology	5,500.00			-	5,500.00
Children's Programs	1,000.00			-	1,000.00
Grants	26,985.74		(20.80)		
Seed Library	200.00			-	200.00
Total Expenditures	34,185.74	-	(20.80)	-	7,200.00
BALANCE		-	28,442.37	28,421.57	

LIBRARY INVESTMENT FUNDS - EITHER FY 2024-2025 BUDGET					
July Actual vs Budget					
	FY 2025 Budget	YTD	July	Year To Date	
RECEIPTS					
Investment Income - E	1,116.00			-	
Grants/Bequests	4,733.12				
Donations	1,000.00	-		-	
Total Receipts	6,849.12	-	-	-	
EXPENDITURES	FY 2025 Budget	YTD	July	Year To Date	Net Budget
Investment Income - E	1,116.00				1,116.00
Hauptfeld Bequest	4,358.12				
Total Expenditures	5,474.12	-	-	-	1,116.00
BALANCE		-	-	-	

LIBRARY INVESTMENT FUNDS - GALES FERRY FY 2024-2025 BUDGET					
July Actual vs Budget					
	FY 2025 Budget	YTD	July	Year To Date	
RECEIPTS					
Investment Income - GF	1,194.00	-		-	
Donations	300.00	-		-	
Total Receipts	1,494.00	-	-	-	
EXPENDITURES	FY 2025 Budget	YTD	July	Year To Date	Net Budget
Investment Income - GF	1,194.00	-		-	1,194.00
Total Expenditures	1,194.00	-	-	-	1,194.00
BALANCE		-	-	-	

LIBRARY COMMISSION FY 2024-2025 BUDGET					
August Actual vs Budget					
	FY 2025 Budget	July YTD	August	Year To Date	
RECEIPTS					
Carryover	27,921.57	27,921.57		27,921.57	
BorrowIT Reimbursement	1,000.00	1,000.00		1,000.00	
Donations/ Misc./other	1,500.00	500.00	-	500.00	
Fundraising	500.00			-	
Grants	5,333.33	5,333.33		5,333.33	
Seed Library	100.00	100.00		100.00	
Total Receipts	36,354.90	34,854.90	-	34,854.90	
EXPENDITURES	FY 2025 Budget	July YTD	August	Year To Date	Net Budget
Adult Programs	500.00			-	500.00
Books, Media & Technology	5,500.00		1,123.08	1,123.08	4,376.92
Children's Programs	1,000.00			-	1,000.00
Grants	26,985.74	(20.80)	5,194.86	5,174.06	21,811.68
Seed Library	200.00			-	200.00
Total Expenditures	34,185.74	(20.80)	6,317.94	6,297.14	27,888.60
BALANCE		34,875.70	(6,317.94)	28,557.76	

LIBRARY INVESTMENT FUNDS - EITHER FY 2024-2025 BUDGET					
August Actual vs Budget					
	FY 2025 Budget	July YTD	August	Year To Date	
RECEIPTS					
Investment Income - Either	1,116.00			-	
Grants/Bequests	4,358.12			-	
Donations	1,000.00	-	230.00	230.00	
Total Receipts	6,474.12	-	230.00	230.00	
EXPENDITURES	FY 2025 Budget	July YTD	August	Year To Date	Net Budget
Investment Income - Either	1,116.00			-	1,116.00
Hauptfeld Bequest	4,358.12			-	4,358.12
Total Expenditures	5,474.12	-	-	-	5,474.12
BALANCE		-	230.00	230.00	

Donations: J&C Bolduc, M.Daumy, B&L Peckham, G.Wilson

LIBRARY INVESTMENT FUNDS - GALES FERRY FY 2024-2025 BUDGET					
August Actual vs Budget					
	FY 2025 Budget	July YTD	August	Year To Date	
RECEIPTS					
Investment Income - Gales Ferry	1,194.00	-		-	
Donations	300.00	-		-	
Total Receipts	1,494.00	-	-	-	
EXPENDITURES	FY 2025 Budget	July YTD	August	Year To Date	Net Budget
Investment Income - Gales Ferry	1,194.00	-		-	1,194.00
Total Expenditures	1,194.00	-	-	-	1,194.00
BALANCE		34,875.70	-	-	

LIBRARY COMMISSION FY 2024-2025 BUDGET					
September Actual vs Budget					
	FY 2025 Budget	August YTD	September	Year To Date	
RECEIPTS					
Carryover	27,921.57	27,921.57		27,921.57	
BorrowIT Reimbursement	1,000.00	1,000.00		1,000.00	
Donations/ Misc./other ¹	1,500.00	730.00	25.00	755.00	
Fundraising	500.00			-	
Grants	5,333.33	5,333.33		5,333.33	
Seed Library	100.00	100.00		100.00	
Total Receipts	36,354.90	35,084.90	25.00	35,109.90	
EXPENDITURES	FY 2025 Budget	August YTD	September	Year To Date	Net Budget
Adult Programs	500.00		17.38	17.38	482.62
Books, Media & Technology	5,500.00	1,123.08	151.50	1,274.58	4,225.42
Children's Programs	1,000.00			-	1,000.00
Grants **	26,985.74	5,164.06	21,788.87	26,952.93	32.81
Seed Library	200.00			-	200.00
Total Expenditures	34,185.74	6,287.14	21,957.75	28,244.89	5,940.85
BALANCE		28,797.76	(21,932.75)	6,865.01	

¹Harry and Marie Tobiassen: In Memory of Evelyn "Lynn" Tarozzi

Restated

** -\$10: \$5174.06 to \$5164

LIBRARY INVESTMENT FUNDS - EITHER FY 2024-2025 BUDGET					
September Actual vs Budget					
	FY 2025 Budget	August YTD	September	Year To Date	
RECEIPTS					
Investment Income - Either	1,116.00			-	
Grants/Bequests	4,358.12		525.00	525.00	
Donations	1,000.00	-	-	-	
Total Receipts	6,474.12	-	525.00	525.00	
EXPENDITURES	FY 2025 Budget	August YTD	September	Year To Date	Net Budget
Investment Income - Either	1,116.00			-	1,116.00
Hauptfeld Bequest	4,358.12		525.00	525.00	3,833.12
Total Expenditures	5,474.12	-	525.00	525.00	4,949.12
BALANCE		-	-	-	

Programs

Lotions, Potions, Elixers and Bath Salts; Writing Workshop

LIBRARY INVESTMENT FUNDS - GALES FERRY FY 2024-2025 BUDGET					
September Actual vs Budget					
	FY 2025 Budget	August YTD	September	Year To Date	
RECEIPTS					
Investment Income - Gales Ferry	1,194.00	-		-	
Donations	300.00	-		-	
Total Receipts	1,494.00	-	-	-	
EXPENDITURES	FY 2025 Budget	August YTD	September	Year To Date	Net Budget
Investment Income - Gales Ferry	1,194.00	-		-	1,194.00
Total Expenditures	1,194.00	-	-	-	1,194.00
BALANCE		28,797.76	-	-	

LIBRARY COMMISSION FY 2024-2025 BUDGET					
October Actual vs Budget					
	FY 2025 Budget	September YTD	October	Year To Date	
RECEIPTS					
Carryover	27,921.57	27,921.57		27,921.57	
Borrow/IT Reimbursement	1,000.00	1,000.00		1,000.00	
Donations/ Misc./other ¹	1,500.00	755.00	100.00	855.00	
Fundraising	500.00	-		-	
Grants	5,333.33	5,333.33		5,333.33	
Seed Library	100.00	100.00		100.00	
Total Receipts	36,354.90	35,109.90	100.00	35,209.90	
EXPENDITURES					Net Budget
Adult Programs	500.00	17.38		17.38	482.62
Books, Media & Technology**	5,500.00	1,274.58	462.03	1,736.61	3,763.39
Children's Programs	1,000.00	-		-	1,000.00
Grants	26,985.74	26,952.93		26,952.93	32.81
Seed Library	200.00	-		-	200.00
Total Expenditures	34,185.74	28,244.89	462.03	28,706.92	5,478.82
BALANCE		6,865.01	(362.03)	6,502.98	

¹Naomi Rodriguez: In Memory of Janet Barnett

LIBRARY INVESTMENT FUNDS - EITHER FY 2024-2025 BUDGET					
October Actual vs Budget					
	FY 2025 Budget	September YTD	October	Year To Date	
RECEIPTS					
Investment Income - Either	1,116.00			-	
Grants/Bequests	4,358.12	525.00	245.00	770.00	
Donations	1,000.00	-	-	-	
Total Receipts	6,474.12	525.00	245.00	770.00	
EXPENDITURES					Net Budget
Investment Income - Either	1,116.00			-	1,116.00
Hauptfeld Bequest	4,358.12	525.00	245.00	770.00	3,588.12
Total Expenditures	5,474.12	525.00	245.00	770.00	4,704.12
BALANCE		-	-	-	

Programs

Learn to Macromae

LIBRARY INVESTMENT FUNDS - GALES FERRY FY 2024-2025 BUDGET					
October Actual vs Budget					
	FY 2025 Budget	September YTD	October	Year To Date	
RECEIPTS					
Investment Income - Gales Ferry	1,194.00	-		-	
Donations	300.00	-		-	
Total Receipts	1,494.00	-	-	-	
EXPENDITURES					Net Budget
Investment Income - Gales Ferry	1,194.00	-		-	1,194.00
Total Expenditures	1,194.00	-	-	-	1,194.00
BALANCE		6,865.01	-	-	



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0801

Agenda Date: 11/18/2024

Agenda #: 2.

Director's Report to the Library Commission September 16, 2024

Library News:

- Alyssa Drake accepted another position so our Assistant Librarian I – Adult Services position is currently vacant. The job has been posted since mid-August. We are reviewing applications and hope to begin interviews in the next week or two.
- Summer Reading went very well again this year (flyer attached with final numbers including Adults, Teens, and Children).
 - Based on our (50+) Summer Reading survey results, 100% of responders felt welcome at the library, 95% got help from the library, and 96% plan to take part after summer.
- We are grateful to Ledyard Rotary, Ledyard Lions, and New London Kiwanis for their grant funding which has been used to start Children's Read Along collections in both buildings. Although this new collection of Wonderbooks has only been available for a few weeks, it is already extremely popular with our young library patrons. Parents and caregivers alike also love the screen free, read aloud option which helps their children follow along while they see and hear the words on the page. This combination of print and audio together improves vocabulary, word recognition, and phonological awareness.



- Staff have been busy cataloging and processing the items for the new Toy Library. This grant funded collection was created in collaboration with Traveling Toys Inc. with generous funding from the Community Foundation of Eastern Connecticut. Items will live at both library buildings and should be ready for ribbon cutting in the next few months!

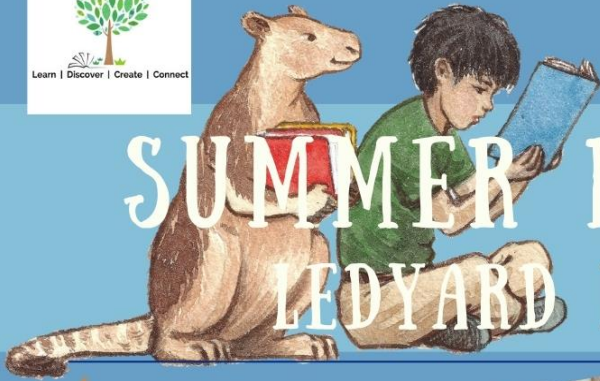
Building News:

- A new ADA circulation/information desk will be installed at Bill Library between September 19-20. Gales Ferry Library will be open on Friday, September 20 between 9:00-5:00 p.m. and Bill Library will be closed. This project was fully funded by the American Library Association Libraries Transforming Communities – Round 2 grant.

Town News:

- A new Human Resources Director for the town will start on Monday, September 16.

Respectfully Submitted,
Jennifer Smith
Library Director



SUMMER READING 2024

LEDYARD PUBLIC LIBRARY

The librarians are very friendly and helpful and the selection of books and materials are great!

Very welcoming, lots of great books, fun programs!



TOTAL PARTICIPANTS

408

ADVENTURES AND READING LOGGED

5,572

NUMBER OF PROGRAMS AND ACTIVITIES

58

NUMBER OF PROGRAM AND ACTIVITY ATTENDEES

1,892

Children, Teens, and Adults who participate in Summer Reading strongly agreed and agreed that they...

Felt welcome at the library

100%

Got help from the library

95%

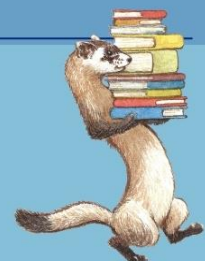
Plan to take part after summer

96%



We ran summer programming for:

Early Childhood
Children
Teens
Adults



**Director's Report to the Library Commission
October 21, 2024**

Budget News:

- I will be starting to crunch numbers for the FY26 Town budget in the coming weeks.

Library News:

- The Assistant Librarian I – Adult Services position has been filled by Lyndsey Robinson who will start on November 12.
- The Ledyard Public Library is thrilled to announce the unveiling of our new Toy Library on the morning of October 30, 2024! We are so grateful to bring this new circulating collection to our community as we realize the importance of play during the early years of childhood development. Not only are we positive this new collection will attract families, children, and teens, to the library, but it will also help ease the economic burden by offering equitable resources. In addition, we believe in the importance of building early literacy skills such as talking, reading, singing, playing, and writing every day. Children experience the world through play while also developing fine motor skills, cognitive concepts, language, and social skills. Teens use play to interact and socialize with their peers, thus strengthening their mental and physical health. This toy collection will enrich the library experience for children, teens, families, and our community as a whole. This Toy Library collection has been created in collaboration with Traveling Toys, Inc. with generous funding from the Community Foundation of Eastern Connecticut. Thank you!
- Bill Library Association trustees held their annual pot luck meeting at the Bill Library on Thursday, October 17.
- Laura Norcia, Seed Library Coordinator, just closed the Seed Library for the season. We are grateful for all the hours our volunteers spend counting, sorting, and preparing seeds for the Seed Library. At Bill Library, over 3,200 seed packets were handed out for free and Gales Ferry Library tallied over 800 bringing our total to over 4,000 for the year!

Building News:

- The new ADA circulation/information desk has been installed at Bill Library. This project was fully funded by the American Library Association Libraries Transforming Communities – Round 2 grant.



Respectfully Submitted,
Jennifer Smith
Library Director

Director's Report to the Library Commission November 18, 2024

Budget News:

- Hoopla continues to be a very popular service and has been averaging around \$1,500 per month. This is paid for mainly by the Friends of the Library (volunteers who support the library through fundraising), but also supplemented by the Town book budget. If interest in e-materials continues at this rate, we will need to think about a budgetary solution for next year.

Library News:

- We are back to being fully staffed! Lyndsey Robinson started on November 12 as our new Assistant Librarian I – Adult Services. Thank you to library staff for covering and filling in gaps in our schedule while we were without a FT position.
- The Toy Library opened on October 30 and is off to a great start! Our website is updated with a page describing the new toy collection and listing all the items available to check out at both library locations. Details can be found here - <https://ledyardlibrary.org/children/toy-library/>



- We will be introducing Board Games as another new circulating collection in the next month.
- I will be representing the library and presenting at the upcoming Community Relations Committee for Diversity, Equity & Inclusion on November 20 at 6:30 p.m.

Building News:

- Thanks to Public Works for installing our logo to the new front service desk at Bill Library.



Respectfully Submitted,
Jennifer Smith
Library Director



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0804

Agenda Date: 11/18/2024

Agenda #: 3.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0805

Agenda Date: 11/18/2024

Agenda #: 4.

Preliminary All Fees FYE 2025-2026 (3% Ops & Pika 5% Overdrive & Delivery)

Library	Staff Ports	Library PCs	OPS	3% inc	PIKA	3% inc	OVERDRIVE	5% inc	DELIVERY	5% inc	Fees 2024-2025	Fees 2025-2026	Overall Inc
Bethany	4	11	16,626	17,125	438	451	3,168	3,326	1,154	1211	21,386	22,114	3.40%
Branford	12	58	53,380	54,982	2,203	2,269	9,718	10,204	5,768	6056	71,070	73,511	3.44%
Durham	10	20	40,516	41,731	1,383	1,424	3,566	3,744	3,613	3794	49,077	50,693	3.29%
East Haddam	7	20	29,201	30,077	996	1,025	4,078	4,282	2,660	2793	36,935	38,178	3.36%
East Hampton	6	16	24,870	25,616	433	446	2,163	2,271	1,155	1212	28,620	29,545	3.23%
East Lyme	12	31	49,599	51,087	1,692	1,742	10,325	10,841	4,461	4684	66,076	68,354	3.45%
Essex	4	20	17,887	18,423	608	627	2,147	2,254	1,601	1681	22,243	22,985	3.34%
Ivoryton	2	8	8,663	8,923	295	304	1,886	1,980	801	841	11,645	12,048	3.46%
Guilford	12	78	56,180	57,866	1,987	2,046	14,739	15,476	5,110	5365	78,016	80,753	3.51%
Haddam	5	17	21,238	21,875	595	612	3,703	3,888	1,601	1681	27,137	28,057	3.39%
Hamden	20	49	82,292	84,761	2,807	2,891	16,291	17,105	7,415	7786	108,805	112,543	3.44%
Ledyard	10	22	40,796	42,020	1,420	1,462	6,600	6,930	3,743	3930	52,558	54,342	3.39%
Lyme	3	14	12,513	12,888	300	309	1,310	1,376	735	772	14,858	15,345	3.28%
Madison	12	42	51,140	52,674	1,692	1,742	11,496	12,071	4,484	4709	68,812	71,196	3.46%
Middlefield	2	11	9,083	9,356	309	318	1,832	1,924	801	841	12,025	12,438	3.44%
Meriden	16	47	66,926	68,934	2,088	2,151	11,089	11,643	6,074	6377	86,176	89,105	3.40%
Mitchell	4	0	15,086	15,539	516	532	445	467	1,365	1433	17,412	17,971	3.21%
New London	8	57	38,154	39,299	1,268	1,306	3,669	3,852	3,214	3375	46,304	47,831	3.30%
North Branford	8	30	34,373	35,404	1,065	1,097	4,376	4,595	2,754	2891	42,568	43,988	3.33%
North Haven	10	2	37,995	39,135	1,171	1,206	7,573	7,952	3,095	3250	49,834	51,542	3.43%
North	3	11	12,598	12,976	302	311	1,760	1,848	811	852	15,471	15,987	3.33%
Norwich	14	51	59,943	61,741	2,042	2,103	7,066	7,420	5,368	5636	74,419	76,900	3.33%
Old Lyme	7	25	29,901	30,799	1,019	1,049	4,823	5,064	2,672	2806	38,415	39,717	3.39%
Old Saybrook	7	46	32,842	33,828	1,120	1,154	5,168	5,427	2,955	3103	42,086	43,511	3.39%
Orange	9	42	39,825	41,020	1,355	1,396	7,036	7,388	3,473	3646	51,689	53,450	3.41%
Preston	3	9	12,333	12,703	318	328	1,395	1,465	773	812	14,820	15,308	3.29%
Stony Creek	4	7	16,066	16,548	544	560	1,313	1,378	1,424	1495	19,347	19,982	3.28%
Wallingford	18	117	84,272	86,800	3,157	3,252	17,999	18,899	8,265	8678	113,693	117,629	3.46%
Woodbridge	9	31	38,285	39,433	1,175	1,211	5,659	5,942	3,096	3251	48,215	49,837	3.36%
West Haven	13	0	49,029	50,500	1,678	1,728	6,317	6,633	4,213	4423	61,237	63,285	3.34%
Westbrook	6	27	26,410	27,202	622	641	2,681	2,815	1,613	1693	31,326	32,352	3.27%
Totals	260	919	1,108,024	1,141,265	36,597	37,695	181,391	190,460	96,263	101,077	1,422,275	1,470,497	3.39%

2024/2025

Port	\$3,771.50
PC Fee	\$140.04



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0806

Agenda Date: 11/18/2024

Agenda #: 5.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-1038

Agenda Date: 11/18/2024

Agenda #: 1.



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, October 21, 2024

7:00 PM

Gales Ferry Library

Gales Ferry Library

I. CALL TO ORDER

Chair Bolduc called the meeting to order at 7:09 p.m. at the Gales Ferry Library.

II. ROLL CALL

- Present** Chair John Bolduc
Commissioner Barbara Candler
Commissioner Ralph Hightower
Commissioner Rebecca Nash
Commissioner Rolf Racich
Commissioner Peter Diette
Chair Cynthia Wright
- Excused** Commissioner Elizabeth Rumery
- Late** Commissioner Ellin Grenger

In addition, the following were present:
Jennifer Smith - Library Director
Carmen Garcia-Irizarry - Town Council Liaison

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None.

IV. PRESENTATIONS / INFORMATIONAL ITEMS

1. Welcome Cynthia Wright

Commission members welcomed Ms. Wright who filled Mr. Cronin's position. Ms. Wright is a Gales Ferry resident and a retired librarian who worked in Groton for many years.

2. Ledyard Public Library FY2024 Annual Report

Chair Bolduc commented about all the progress the library has made in the past few years. He was very impressed with the accomplishments made this past year.

V. MEMBER COMMENTS

Mr. Bolduc thanked Ms. Nash for her 20 years of service as a Library Commissioner. Ms. Nash was a passionate and dedicated member who also took on the role as Chair for several years. She meaningfully contributed to discussions, strengthening the group as a whole, and will definitely be missed. Luckily, she is a regular library patron so we will continue to see her regularly.

VI. REPORTS**1. Treasurer's Report**

Mr. Hightower reviewed the September Treasurer's Report. He sought Commissioners input with regard to the information provided about donors and donations. The consensus was the footnotes provided in the report are sufficient. There were no additional questions.

2. Director's Report

Ms. Smith presented the October Director's Report.

Budget News:

- I will be starting to crunch numbers for the FY26 Town budget in the coming weeks.

Library News:

- The Assistant Librarian I - Adult Services position has been filled by Lyndsey Robinson who will start on November 12.
- The Ledyard Public Library is thrilled to announce the unveiling of our new Toy Library on the morning of October 30, 2024! We are so grateful to bring this new circulating collection to our community as we realize the importance of play during the early years of childhood development. Not only are we positive this new collection will attract families, children, and teens, to the library, but it will also help ease the economic burden by offering equitable resources. In addition, we believe in the importance of building early literacy skills such as talking, reading, singing, playing, and writing every day. Children experience the world through play while also developing fine motor skills, cognitive concepts, language, and social skills. Teens use play to interact and socialize with their peers, thus strengthening their mental and physical health. This toy collection will enrich the library experience for children, teens, families, and our community as a whole. This Toy Library collection has been created in collaboration with Traveling Toys, Inc. with generous funding from the Community Foundation of Eastern Connecticut. Thank you!
- Bill Library Association trustees held their annual pot luck meeting at the Bill Library on Thursday, October 17.
- Laura Norcia, Seed Library Coordinator, just closed the Seed Library for the season. We are grateful for all the hours our volunteers spend counting, sorting, and preparing seeds for the Seed Library. At Bill Library, over 3,200 seed packets were handed out for free and Gales Ferry Library tallied over 800 bringing our total to over 4,000 for the year!

Building News:

- The new ADA circulation/information desk has been installed at Bill Library. This project was fully funded by the American Library Association Libraries Transforming Communities - Round 2 grant.

3. Investment Working Group

The Investment Working Group met a few weeks ago and Mr. Bolduc reported that the investments continue to do well. No changes will be made to the William Holton funds at this time.

4. Consortium Working Group

The Consortium Working Group met to discuss next steps. Mr. Racich took on the Chair role for the group and reported that the next meeting will be on November 12. The MIS Director from the Town will be joining us at the meeting to answer questions and provide the group with information on what kind of IT support the town could cover for the library in the future.

5. Friends of the Ledyard Library

The Friends fiscal year runs from October 1 - September 30. The final budget was reviewed, expenditures have remained largely consistent year over year. The Friends also pay for museum passes, and the library and Friends share access to Constant Contact email service. Overall, the identified allocations are \$18,000.00.

Ms. Smith mentioned that Event Keeper is being discontinued and the library will be changing over to Engaged Patrons for event and program listings. The Friends also continue to support the town welcome packets given out at the library when someone signs up for a new library card.

Hoopla digital service is the biggest Friends expense and usage is continuing to increase. The Friends generously continue to support up to \$10,000/year, but the usage costs exceed that amount. The Town book budget covers the deficit for now.

The Friends fund the digital resource Ancestry which is a popular genealogy resource with our patrons. Adult Librarians have also used this resource during library programs. Another digital resource supported by the Friends is Mango which is a language learning platform. Ms. Smith is recommending switching to Transparent Language which is a similar resource, but would save several hundred dollars for the annual subscription.

The Bill Library Annual Book Sale and the "Snowflake Festival" formerly Books and More are the two big fundraising events put on by the Friends each year. The Friends are looking for donations for the Snowflake Festival as the date is fast approaching and scheduled for November 23, 2024.

The Friends are always accepting new members, volunteers, and fundraising ideas. If you are interested or need more information, please reach out to Sarah Desormier, Friends President, at FOLLPresident@gmail.com.

VII. APPROVAL OF MINUTES

1. Motion to approve the regular meeting minutes of the Library Commission meeting from September 16, 2024.

RESULT: APPROVED AND SO DECLARED

MOVER: Rebecca Nash

SECONDER: Peter Diette

- AYE** 6 Bolduc Candler Hightower Nash Racich Diette
- EXCUSED** 1 Rumery
- ABSTAIN** 1 Wright

VIII. OLD BUSINESS

XI. NEW BUSINESS

1. Motion to approve the 2025 Library Commission meeting schedule.

RESULT: APPROVED AND SO DECLARED

MOVER: Rebecca Nash

SECONDER: Ralph Hightower

- AYE** 7 Bolduc Candler Hightower Nash Racich Diette Wright

- EXCUSED** 1 Rumery

2. Motion to approve the 2025 Library Holiday closing schedule.

RESULT: APPROVED AND SO DECLARED

MOVER: Ellin Grenger

SECONDER: Rebecca Nash

- AYE** 7 Bolduc Candler Hightower Nash Racich Diette Wright

- EXCUSED** 1 Rumery

X. ADJOURNMENT

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

The meeting adjourned at 7:48 p.m.

VOTE: 8-0 Approved and so declared

The next Library Commission meeting is scheduled for November 18, 2024 at Bill Library.

Respectively Submitted,

John Bolduc
Commission Chair

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