



TOWN OF LEDYARD

Library Commission

Bill Library
718 Colonel Ledyard Highway
Ledyard, Connecticut 06339

REGULAR MEETING

Gales Ferry Library
18 Hurlbutt Road
Gales Ferry, Connecticut
06335

~ MINUTES~

Monday, April 21, 2025

7:00 PM

Gales Ferry Library

DRAFT

I. **CALL TO ORDER** – The Meeting was called to order by Chair Bolduc at 7:00 p.m.

II. **ROLL CALL**

Present: Chair John Bolduc
Secretary Ellin Grenger
Commissioner Wendy Hellekson
Vice Chair Rolf Racich
Commissioner Peter Diette
Treasurer Ralph Hightower
Commissioner Barbara Candler
Commissioner Cynthia Wright

Excused: Commissioner Beth Rumery

Absent:

In addition, the following were present:

Amber Lavallee, Library Director
Diane Holmberg, President, Bill Library Association

III. **RESIDENT & PROPERTY OWNERS COMMENTS**

IV. **PRESENTATIONS / INFORMATIONAL ITEMS**

V. **MEMBER COMMENTS**

VI. **REPORTS**

1. Treasurer Report – no changes to report as submitted.

2. Director's Report

BUDGET NEWS

- Still in the process of learning the details of the library's budget and accounts.
- No significant updates at this time, but actively reviewing materials and gaining familiarity with the process.

LIBRARY NEWS

- My first two weeks have been focused on catching up from where Jen left off.
 - Priorities have been reading through past meeting notes, agendas, and other files to get up to speed and learning to use all the necessary applications and programs.
 - Staff deserve a mention as I have found them to be extremely helpful and supportive throughout the transition.
 - Holding individual meetings with staff, starting with the Library Assistants, and now working through speaking with all of the Library Associates in hopes to:
 - Understand their specific duties
 - Learn more about the team
 - Discussed the idea of launching an **Annual Appeal** with John:
 - Potential to raise significant funds.
 - Could support future programming goals and community outreach.
 - Have a meeting with Christine from HR this week to discuss adding an associate to fill the hours that Ray had.
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BUILDING NEWS

- ***Gales Ferry Library:***
 - CO2 alarm went off last week, Stacey contacted Public Works who confirmed the alarm and although it took a few days the issue was resolved.
 - ***New signs put up in both Gales Ferry and Bill restrooms.***
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Signs request that soiled diapers be disposed of in the outside dumpster to help with odor.

3. Investment Working Group – met April 15th with Sal, all funds continue to do well despite the market volatility.
4. Consortium Working Group – no report
5. Friends of the Ledyard Library Report – There are vacancies in executive offices, including the role of President.

VII. APPROVAL OF MINUTES

MOTION to approve the Regular Meeting Minutes of March 17, 2025
Moved by Rolf Racich, seconded by Wendy Hellekson.

VOTE: 8-0-0 Approved and so declared

VIII. OLD BUSINESS - none

IX. NEW BUSINESS

Discussion of potential Annual Appeal, Library Director Amber Lavallee will provide the Commission with ideas next month. The Library Director and Commission would undertake this new fundraiser.

Discussion of criteria that should be used for the Commission to provide input for the six-month Library Director review.

X. NEXT MEETING

Next Meeting date Monday, May 19, 2025 will be held at the Bill Library.

XI. ADJOURNMENT

Peter Diette moved the meeting be adjourned, seconded by Rolf Racich.

The meeting adjourned at 7:37 p.m.

VOTE: 8 - 0 Approved and so declared

Respectfully submitted,

John Bolduc, Chair

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