



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
Rebecca Nash

Regular Meeting

Monday, April 17, 2023

7:00 PM

Gales Ferry Library

Gales Ferry Library

I. CALL TO ORDER

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

II. ROLL CALL

Present Commissioner John Bolduc
Commissioner Ellin Grenger
Commissioner Barbara Candler
Commissioner Brian Cronin
Commissioner Ralph Hightower
Commissioner Carol Ganz
Commissioner Rolf Racich

Excused Chairman Rebecca Nash
Commissioner Elizabeth Rumery

In addition, the following were present:
Jennifer Smith - Library Director

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None

V. MEMBER COMMENTS

None

VI. REPORTS

1. Treasurer's Report - March 2023

Mr. Hightower updated Commissioners on the March Treasurer's Report. As discussed at the regular meeting on March 20, Commissioners would like to see names of donors listed in the

minutes. The following individuals made a donation to the library as part of Library Giving Day this April:

Richard Morange

Grenger Family

Gayle Wilson

Beth Rumery

Kathleen Edgecomb

Carol Sormrude

We appreciate the support from those who love their library!

2. Director's Report - April 2023

Budget News:

- Library Giving Day brought in \$1,155.00 in donations! Thank you very much to all who donated or help support the library by spreading the word/sharing social media posts etc.
- Eagerly awaiting a response from the Mayor regarding the photocopier situation for FY24.

Library News:

- The Fiber optic project at Gales Ferry is almost complete. We are just waiting on the final connection at this point. All equipment and wiring has been installed.
- Youth program highlights - spring break week included the Dig In! Spring Spectacular and Planting Workshop with Allyson Angelini along with a Spring Storytime with Peter Rabbit. The planting workshop was funded by the Eastern CT Community Garden Association.
- Adult program highlights - Cookbook Club this month highlighted Ukrainian cooking and culture which was well received. The Watersheds and Waterways program in collaboration with the Eastern CT Conservation District was very well attended with 18 participants.
- Moving forward, the librarians are going to start to recognize the organizations who funded each library program when it is applicable. Often times it is either the Library Commission or the Friends of the Library. However, sometimes we receive a grant or other funding that supports programming. I think it is good practice to recognize these groups and organizations publicly in our program advertising.
- The Association of CT Library Boards is offering a free webinar next week the evening of Wednesday April 26 regarding "Library Boards Basics." I will forward the email announcement with the registration details. It should be useful for both new and experienced board or commission members.

Building News:

- The replacement part for the heating system arrived and Public Works restored the heat at the Bill Library.

Town News:

- Public hearing for the town wide budget is tonight, Monday, April 17.

3. Friends of the Ledyard Libraries Report

Mr. Bolduc provided an update on the Friends of the Ledyard Libraries from their meeting last week on April 13.

The annual book sale at the Bill Library will move from September to August to help accommodate library programming. Dates were chosen and the book sale is scheduled for

August 18 - August 27, 2023. The sale used to be in September to correspond to the weekend of the Ledyard Fair.

The Books & More annual fundraiser will now be called the "Snowflake Festival" going forward. The thought was to remove books from the name because it was a bit deceiving. Several book vendors would show up thinking there would be a large book sale and leave a bit disappointed. Sadly, the Friends just purchased new lawn signs with the "Books & More" name.

The Friends held a Buy One, Get One book sale this past February, but it only netted \$90.00 which was much lower than past years.

The Friends meet every quarter and choose different library related themes to highlight on social media each month. All are welcome at the Friends meetings and the next meeting is scheduled for July 20 at the Gales Ferry Library.

4. Investment Working Group

Mr. Bolduc provided an update to the Commission regarding the Investment Working Group. The group will meet tomorrow, April 18, to review the first quarter results along with Sal Tacco, the investment account representative. Based on the quarterly report received, it seems that the investment returns performed better than the overall market.

VII. APPROVAL OF MINUTES

1. Motion to approve the regular meeting minutes of the Library Commission meeting from March 20, 2023.

RESULT: APPROVED AND SO DECLARED

MOVER: Ralph Hightower

SECONDER: Rolf Racich

AYE 7 Bolduc Grenger Candler Cronin Hightower Ganz Racich

EXCUSED 2 Nash Rumery

2. Motion to approve the special meeting minutes of the Library Commission meeting from March 30, 2023.

RESULT: APPROVED AND SO DECLARED

MOVER: Carol Ganz

SECONDER: Brian Cronin

AYE 7 Bolduc Grenger Candler Cronin Hightower Ganz Racich

EXCUSED 2 Nash Rumery

VIII. OLD BUSINESS

1. Motion to rescind the motion made at the March 20, 2023 regular meeting to withdraw up to \$2,000 from the professionally managed library commission funds – either library to cover toner and paper for both library buildings as a one-time offset due to the exigent circumstances.

These funds did not have to be withdrawn as Ms. Smith worked with Town Finance to come up with a way for the town to cover these operating costs.

RESULT: APPROVED AND SO DECLARED

MOVER: Carol Ganz

SECONDER: Ralph Hightower

AYE 7 Bolduc Grenger Candler Cronin Hightower Ganz Racich

EXCUSED 2 Nash Rumery

XI. NEW BUSINESS

1. Review of the Confidentiality of Library Records Policy

Ms. Smith is recommending that the Commission members review all the library policies to make sure everything is up to date. Each policy will be reviewed over the next several meetings and will continue to be reviewed regularly.

Commissioners reviewed the Confidentiality of Library Records policy. There were no specific substantive changes needed. However, it was noted that Ledyard Libraries needs to be revised to Ledyard Library. Ms. Smith will make the drafted revisions and present the policy again in May for a final vote.

2. Review of Program Policy

Ms. Smith presented the Program Policy to the Commission for review. This policy was last updated in 2018 and overall the content does not seem to require any changes. However, Ms. Smith will present it for a vote at the next regular meeting.

X. ADJOURNMENT

Ms. Grenger moved the meeting be adjourned, seconded by Ms. Ganz.

The meeting adjourned at 7:25 p.m.

VOTE: 7-0 Approved and so declared

The next meeting is scheduled for Monday, May 15, 2023 at the Gales Ferry Library.

Respectively Submitted,

Commissioner Bolduc
Library Commission member

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