TOWN OF LEDYARD
CONNECTICUT
Library Commission
~ AGENDA ~

Learn | Discover | Create | Connect

Chair
Rebecca Nash

Bill Library
718 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Gales Ferry Library
18 Hurlbutt Road
Gales Ferry, Connecticut 06335

Monday, March 20, 2023 **7:00 PM** **Gales Ferry Library**

Gales Ferry 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 - February 2023
2. Director's Report - March 2023
3. Friends of the Ledyard Libraries Report

VII. APPROVAL OF MINUTES

1. Motion to approve the regular meeting minutes of the Library Commission meeting from February 27, 2023.

   Attachments: 2023.02.27 Commission Minutes

VIII. OLD BUSINESS

1. FY 24 Budget Update

Any Old Business proper to come before the Committee

XI. NEW BUSINESS

Any New Business proper to come before the Committee

X. ADJOURNMENT

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

File #: 23-1380 **Agenda Date:** 3/20/2023 **Agenda #:** 1.

File #: 23-1381 **Agenda Date:** 3/20/2023 **Agenda #:** 2.

File #: 23-1382 **Agenda Date:** 3/20/2023 **Agenda #:** 3.

File #: 23-1379 **Agenda Date:** 3/20/2023 **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
Rebecca Nash

Monday, February 27, 2023 **7:00 PM** **Bill Library**

Bill Library

I. CALL TO ORDER

Chair Nash called the meeting to order at 7:00 p.m. at the Bill Library.

II. ROLL CALL

Present Commissioner John Bolduc
Commissioner Ellin Grenger
Commissioner Barbara Candler
Commissioner Brian Cronin
Commissioner Ralph Hightower
Chairman Rebecca Nash
Commissioner Rolf Racich

Excused Commissioner Carol Ganz
Commissioner Elizabeth Rumery

In addition, the following were present:
Jennifer Smith - Library Director
Mary McGrattan - Town Council Liaison

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None.

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None.

V. MEMBER COMMENTS

None.

VI. REPORTS

1. Treasurer's Report - January 2023

Mr. Hightower submitted the January Treasurer's report for review. The current report is up to date with no questions or concerns.

2. Director's Report - February 2023

Ms. Smith submitted the February Director's report.

Budget News:

- The Library is scheduled for the FY24 budget work session with Town Council on March 20th at 1:00 p.m.

Library News:

- Andrea Buka retired on February 10 after nearly 25 years of service here in Ledyard.
- The job posting for Library Technician II - Youth Services is currently active and closes on March 1, 2023. This position will be bumped up to 30 hours a week and will include youth service and cataloging responsibilities.
- I will attend the next Finance Committee meeting to hopefully have the Finance Business Request approved for the fiber at Gales Ferry. If that is approved, the next phase can begin making us that much closer to having the fiber lit.

Building News:

- Our Bill Library alarm was accidently activated twice last week and a service call was needed to amend the security system. Starting in July 2023, the Public Works Department will be taking over the responsibility of all alarm and fire panel responsibilities at both library buildings.

Town News:

- The Mayor signed off on the ALA Libraries Transforming Communities grant. Thank you to Rolf for providing a great letter of support! The award notification date is April 19.
- The Ledyard Rotary invited me to be a guest speaker at their meeting on February 23.

3. Friends of the Ledyard Libraries Report

Mr. Bolduc reported the final total from the buy one, get one Friends book sale still needs to be calculated.

VII. APPROVAL OF MINUTES

1. Motion to approve the regular meeting minutes of the Library Commission meeting from January 23, 2023.

RESULT: APPROVED AND SO DECLARED
MOVER: Brian Cronin
SECONDER: Rolf Racich

AYE 7 Bolduc Grenger Candler Cronin Hightower Nash Racich

EXCUSED 2 Ganz Rumery

VIII. OLD BUSINESS

1. Motion to approve the revisions presented in the Gifts and Donation Policy.

RESULT: APPROVED AND SO DECLARED
MOVER: John Bolduc
SECONDER: Brian Cronin

AYE 7 Bolduc Grenger Candler Cronin Hightower Nash Racich

EXCUSED 2 Ganz Rumery

2. Commission budget update

Ms. Smith met with the Mayor and Finance Director and answered questions regarding the proposed FY24 budget. Questions about the copy machines did come up and remains to be determined at this point. Ms. Smith mentioned many town Departments lease their photocopiers, which is a monthly fee that includes toner and service.

XI. NEW BUSINESS

1. FY24 budget schedule with Town Council

Ms. Smith mentioned she will be attending the Monday, March 20 budget work session with Town Council. She let Commissioners know they are welcome to attend remotely.

X. ADJOURNMENT

Mr. Bolduc moved the meeting to be adjourned, seconded by Mr. Racich.

The meeting adjourned at 7:42 p.m.
VOTE: 7-0 Approved and so delcared

The next meeting is scheduled for Monday, March 20, 2023 at the Gales Ferry Library.

Respectively Submitted,

_____
Chair Nash
Library Commission

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

File #: 23-1383 **Agenda Date:** 3/20/2023 **Agenda #:** 1.