



# TOWN OF LEDYARD

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## Legislation Details (With Text)

**File #:** 23-1187      **Version:** 1      **Name:**

**Type:** General Discussion      **Status:** Filed

**File created:** 2/8/2023      **In control:** Community Relations Committee For Diversity, Equity & Inclusion

**On agenda:** 4/19/2023      **Final action:** 4/19/2023

**Title:** Informational Presentation regarding Library Services

**Attachments:**

| Date      | Ver. | Action By   | Action   | Result |
|-----------|------|---|----------|--------|
| 3/15/2023 | 1    | Community Relations Committee For Diversity, Equity & Inclusion | Continue |        |
| 2/15/2023 | 1    | Community Relations Committee For Diversity, Equity & Inclusion | Continue |        |

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

- Informational Presentation regarding Library Services

**Background:**

.

**Department Comment/Recommendation:**

(type text here)

**Meeting Action Detail:**

**File #:** [231187](#) Version: 1

**Type:** General Discussion

**Title:** Informational Presentation regarding the Library Services

**Action:** Continued

**Minute Note:**

Councilor Paul thanked Library Director Jennifer Smith for attending tonight’s meeting. He provided some background explaining that after he met with her and learned about the many services the Library provided to

the community that he wanted to help the Library get this information out to residents.

Councilor Paul stated the Community Relations Committee discussed hosting a booth to feature the Library Services at the August 30, 2023 Farmers' Market, noting that the Market Theme that week was "*Back to School*" and that the Committee felt that the library services would be in-keeping with the Market Theme. He also noted that because it was a fifth Wednesday of the month that the Town Council/Sub Committees would not have any meetings that night.

Councilor Paul went on to note that during the Committee's February 15, 2023 meeting that Councilor Saums suggested the Library hold an Open House at the same time the Community Relations Committee was hosting a booth at the Farmers Market. He stated the Community Relations Committee could provide some literature regarding the Library at their booth and then refer residents to stop by the Library Open House. He went on to note that once the Farmers' Market ended at 7:00 p.m. that perhaps they could go to the Library for an Informal Gathering to tour the Library and to bring awareness to the many programs, services and resources the Library had to offer. He stated that they would also like to broadcast the Informal Presentation using Zoom. He stated although the Informational Presentations have not been well attended, that residents could view the zoom video recording at any time, noting it would be posted on the town's website.

Library Director Jennifer Smith stated that the Library would be happy to participate in the event as Councilor Paul described, noting that she appreciated their efforts to bring awareness to the many programs and services the Library provided. She stated that the Children's Librarian has hosted a table at the Farmers' Market in the past, noting that they had tried to use their cell phones as a hot spot to issue Library Cards, however, they had issues connecting to their system due to internet. Councilor Rodriguez noted that because there was a dead spot in the area of the Town Green that the town allocated American Recovery Plan Act (ARPA) Funding to provide internet for the Food Pantry and the upper and lower Town Green. Therefore, she stated that should have good internet connection this year.

Ms. Smith stated in past years the Children's Librarian has hosted a table at the Farmers Market at the beginning of the season and again at the end of the season to bring awareness to the children programs that families could participate in during the summer vacation such as the summer reading program, story-time, 1,000 books before Kindergarten which was a free program that ran all year, and to also provide information regarding the resources and programs that were available once the kids were back in school. She also noted that the Library had a number of on-going adult programs. Councilor Paul stated that he was sorry that he was not able to attend the Star Wars Trivia Night, noting that the Library also offered many other Trivia nights. It was noted that the Events Magazine Publication, that was mailed to everyone in town, listed the many programs the Library offered such as the Seed Library and Cooking Club. Ms. Smith stated that the Library also had an electronic monthly newsletter that was e-mailed to all library card holders.

Councilor Paul asked whether the Library would have literature available regarding the Bill Library and the Gales Ferry Library for residents to pick-up. Ms. Smith stated that the Library would provide literature for folks to pick-up. However, she stated rather than telling residents about the resources the Library offered that hosting a table at the Farmers Market was also a good opportunity for the Library to ask residents about the types of programs or services they were interested in and then they could tell them about resources they offered pertaining to their interest.

Councilor Marshall questioned whether the Library sponsored day trips. Ms. Smith stated that the Library has

gone off-site to places such as the Historic Up-Down Sawmill where they would provide a program and a tour of the Sawmill.

Councilor Paul thanked Ms. Smith attending tonight's meeting, noting that the Committee looked forward to working with her in preparation for this summer's Farmers' Market and the Informational Presentation later this summer.

Library Director Ms. Smith left the meeting at 7:01 p.m.

Action: Continued

### **Community Relations Committee Meeting 02/15/2023:**

File #: [231187](#) Version: 1

Type: General Discussion

Title: Informational Presentation regarding the Fraud & Library Services

Action: Continued

#### **Minute Note:**

- **Library Services** - Councilor Paul stated at during their January 18, 2023 meeting that the Community Relations Committee discussed doing something with the Library. He stated that they talked about hosting a booth at the Farmers' Market that would feature the Library and the many community services that they provide. He went on to note that Councilor Saums suggested the Library hold an Open House at the same time the Community Relations Committee was hosting a booth at the Farmers Market. He stated the Community Relations Committee could provide some literature regarding the Library at their booth and then refer residents to stop by the Library Open House.

Councilor McGrattan, Library Commission Liaison, suggested the Committee Relations Committee host an Informational Forum at the Library, noting by bringing residents into the Library that they could see all the different services and programs the Library had to offer.

Councilor Rodriguez questioned whether the Library had the equipment, such as the Owl HQ system to live stream their meetings/presentations. Administrative Assistant Roxanne Maher noted that she had provided the information to purchase the Owl and related equipment to the Library but did not know if they had purchased the equipment. Councilor McGrattan stated the Library Commission meetings were currently being held in-person. Ms. Maher stated that perhaps there was some grant opportunities to help the Library purchase the Owl HQ system, noting that the Library offered a number of educational programs, which may qualify for some type of educational grants. She went on to state that the MIS Department has been hesitant to move the Owl HQ system between different facilities.

The Committee discussed featuring the Library at one of the Farmers' Market's this summer and to coordinate this with the Library by having an Open House for that same evening. Councilor Paul stated the Farmers' Market ended at 7:00 p.m. and that perhaps they could go to the Library after the Farmers Market to host an Informal Gathering to bring awareness to the many things the Library had to offer. Councilor McGrattan noted

that the Gales Ferry Library had a new Children’s Section; and therefore, she suggested that the Community Relations Committee also plan to hold an Informal Gathering at the Gales Ferry Library at another time.

The Committee reviewed the Farmers' Market schedule and noted that featuring the Library earlier in the Summer Market Season may help families become aware of the many programs the Library offered, including Children Programs, that they may like to bring their families to during the summer school vacation.

The Community Relations Committee reviewed the Farmers’ Market Summer Season Schedule as follows to try to coordinate the Programs that they plan to feature with the Farmers’ Market weekly scheduled themes as follows:

| <i>June 2023</i>                             | <i>July, 2023</i>                      | <i>August 2023</i>                     | <i>September 2023</i>                  |
|--|--|--|--|
| ✓ 7 <sup>th</sup> - “MEAT” You at the Market | ✓ 5 <sup>th</sup> Red, White and Berry | ✓ 2 <sup>nd</sup> Bubbles & Blooms     | ✓ 6 <sup>th</sup> Simply Sweet         |
| ✓ 14 <sup>th</sup> All American Artisans     | ✓ 12 <sup>th</sup> Backyard BBQ        | ✓ 9 <sup>th</sup> Farm Fresh           | ✓ 13 <sup>th</sup> Hometown Heroes     |
| ✓ 21 <sup>st</sup> Summer Solstice           | ✓ 19 <sup>th</sup> Christmas in July   | ✓ 16 <sup>th</sup> Beach Blanket Bingo | ✓ 20 <sup>th</sup> “SEA” You Next Year |
| ✓ 28 <sup>th</sup> CREAM of the Crop         | ✓ 26 <sup>th</sup> “Bee” Your Best     | ✓ 23 <sup>rd</sup> Bark’ N Brew        |  |
|  |  | ✓ 30 <sup>th</sup> Back to School      |  |

Councilor Saums stated the Farmers Market was open from 4:00 p.m. - 7:00 p.m. and he stated that although a lot of people arrive at the Market early that some people pick-up dinner and go home, but that there was also a group of people who pick-up dinner and look for places to sit down and eat at the Farmers’ Market. Therefore, he stated that was the group of people who would most likely walk up to the Library after they eat. He suggested the Library host an Open House until 7:00 p.m. and then provide a Presentation starting at 7:00 p.m. after the Farmers’ Market was closed. He stated during the Community Relations Committee’s Booth that they could direct residents to the Library’s Open House and tell them about the scheduled 7:00 p.m. Presentation.

Councilor Paul stated he would contact Library Director Jennifer Smith to talk about these ideas and that he would report back at the Community Relations Committee’s March 15, 2023 meeting.

Councilor Paul continued by noting at their January 18, 2023 meeting that the Community Relations Committee discussed developing a calendar with the events that they would like to feature during the upcoming months. He stated by having a schedule in place that it would allow them to plan and coordinate with other departments/organizations/entities.

The Committee discussed possibly cancelling some of their meetings to host a Booth at the Farmers Market this summer.

Councilor Paul stated that he would like to see the Community Relations Committee host booths that featured the following services and that he would begin to contact the Organizations to coordinate the events:

- Library Services
- Mental Health Awareness
- First Responders

Action: Continued

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**Community Relations Committee Meeting 01/18/2023:**

File #: [231187](#) Version: 1

Type: General Discussion

Title: Informational Presentation regarding the Fraud

Action: Continued

Minute Note:

- Library Services - Councilor Paul stated rather than invite the Library to a Community Relations Committee meeting that the Committee work to do something with the Library. He suggested hosting a booth at the Farmers' Market that would feature the Library and the many community services that they provide. Councilor Saums suggested the Library host an Open House while the Community Relations Committee was hosting a booth at the Farmers Market. He stated they could provide some literature regarding the Library at their booth and then refer them to stop by the Library Open House.

Councilor Paul suggested at their February 15, 2023 meeting that the Community Relations Committee develop a calendar with the events that they would like to feature during the upcoming months. He stated having a schedule in place would allow them to plan and coordinate with other departments/organizations/entities that they would like to feature.

Action: Continued