

Director's Report to the Library Commission

Discussing February 2026 | Presented March 2026

Budget:

- The Mayor's proposed budget included a cut that was anticipated; when submitting our budget, the number requested was somehow increased, almost doubled. Fortunately, we caught the error in our budget work session. His cut brought it back in line with our actual request. Our next steps include the budget work session with Town Council on Thursday, March 12 at 3 PM.

Maternity Leave Plans:

- I have established procedures and responsibilities for our Leadership Team while I am on maternity. The commission has been informed of my plans, as well as the Town, library staff, and Friends of Ledyard Library.

Library News:

- In February we took a look at our collections and have made some improvements. We are expanding our high-interest nonfiction titles for children, updating copies of classics for all ages, and expanding graphic novels for adults. We are also expanding our Nintendo Switch collection. In addition, we have reestablished our standing order for large print, utilizing Thorndike, which offers a much better discount than Ingram (25% vs. 8%). Keep an eye out for new titles at both buildings!
- Speaking of exciting collection news, our Yotos will be available for checkout on March 9th! Stacey did an amazing job working with a team of beta testers in February, and then developing both video and print instructions for staff on how to circulate them. This was incredibly helpful for everyone and I commend her for making the information available in multiple formats!
- I have continued my work on policies/practices and will have materials to share with you upon my return from maternity leave. Until then, staff will be proceeding as they have been.
- We are in the process of revitalizing our homebound delivery services. Lyndsey and I, with guidance from Christine in HR, are developing a new application for delivery volunteers, as well as an updated form for community members who want to use the service. Our goal is to create a form that covers the library and volunteer in terms of liability, while also making the participant's form easier to complete. We plan to have this in place before April so that the Friends of Ledyard Library can help us market the service.
- Our Marketing team has expanded to include a Paper Marketing Subgroup (Cathy, Jackie, and myself) and a Newsletter Subgroup (Erica and myself). Staff have been informed of any procedural changes and we look forward to continued success for both areas. There is one additional subgroup left to develop, which may not happen until my

return. Once established, the subgroups will meet periodically to maintain brand consistency across all platforms.

- Weeding projects are still going strong. Our goal is to have the nonfiction collection at Bill finished by the time I am back and then coordinate the change in shelving before the end of the fiscal year.
- Seed Library work is underway with a tentative opening during the week of March 16. Our community has been asking and we are excited to bring back this very popular program!
- We established a Processing Team made up of staff who have consistent hours at Bill Library and can support the processing and covering of new books. The team has been trained on the current practices and standards, as well as how to prioritize this work with their other duties. Erica did a great job hosting the training and creating a processing binder that the team can refer to at any time.
- We have a new passive activity we are offering at Gales Ferry: Pokémon Binders! Kids can visit the library to trade cards with the binder. There are rules to follow to keep it fair, i.e., no one can trade their valueless energy cards for a holographic rare Charizard. Fortunately, Pokémon trades will be facilitated by staff, primarily Stacey and Raven. This is a great compliment to our Pokémon Club that will hopefully bring kids in outside of the program.

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