



# 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  
John Bolduc

#### Regular Meeting

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**Monday, October 21, 2024**

**7:00 PM**

**Gales Ferry Library**

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Gales Ferry Library

#### **I. CALL TO ORDER**

Chair Bolduc called the meeting to order at 7:09 p.m. at the Gales Ferry Library.

#### **II. ROLL CALL**

**Present** Chair John Bolduc  
Commissioner Barbara Candler  
Commissioner Ralph Hightower  
Commissioner Rebecca Nash  
Commissioner Rolf Racich  
Commissioner Peter Diette  
Chair Cynthia Wright

**Excused** Commissioner Elizabeth Rumery

**Late** Commissioner Ellin Grenger

In addition, the following were present:  
Jennifer Smith - Library Director  
Carmen Garcia-Irizarry - Town Council Liaison

#### **III. RESIDENTS & PROPERTY OWNERS COMMENTS**

None.

#### **IV. PRESENTATIONS / INFORMATIONAL ITEMS**

##### **1. Welcome Cynthia Wright**

Commission members welcomed Ms. Wright who filled Mr. Cronin's position. Ms. Wright is a Gales Ferry resident and a retired librarian who worked in Groton for many years.

##### **2. Ledyard Public Library FY2024 Annual Report**

Chair Bolduc commented about all the progress the library has made in the past few years. He was very impressed with the accomplishments made this past year.

**V. MEMBER COMMENTS**

Mr. Bolduc thanked Ms. Nash for her 20 years of service as a Library Commissioner. Ms. Nash was a passionate and dedicated member who also took on the role as Chair for several years. She meaningfully contributed to discussions, strengthening the group as a whole, and will definitely be missed. Luckily, she is a regular library patron so we will continue to see her regularly.

**VI. REPORTS****1. Treasurer's Report**

Mr. Hightower reviewed the September Treasurer's Report. He sought Commissioners input with regard to the information provided about donors and donations. The consensus was the footnotes provided in the report are sufficient. There were no additional questions.

**2. Director's Report**

Ms. Smith presented the October Director's Report.

**Budget News:**

- I will be starting to crunch numbers for the FY26 Town budget in the coming weeks.

**Library News:**

- The Assistant Librarian I - Adult Services position has been filled by Lyndsey Robinson who will start on November 12.
- The Ledyard Public Library is thrilled to announce the unveiling of our new Toy Library on the morning of October 30, 2024! We are so grateful to bring this new circulating collection to our community as we realize the importance of play during the early years of childhood development. Not only are we positive this new collection will attract families, children, and teens, to the library, but it will also help ease the economic burden by offering equitable resources. In addition, we believe in the importance of building early literacy skills such as talking, reading, singing, playing, and writing every day. Children experience the world through play while also developing fine motor skills, cognitive concepts, language, and social skills. Teens use play to interact and socialize with their peers, thus strengthening their mental and physical health. This toy collection will enrich the library experience for children, teens, families, and our community as a whole. This Toy Library collection has been created in collaboration with Traveling Toys, Inc. with generous funding from the Community Foundation of Eastern Connecticut. Thank you!
- Bill Library Association trustees held their annual pot luck meeting at the Bill Library on Thursday, October 17.
- Laura Norcia, Seed Library Coordinator, just closed the Seed Library for the season. We are grateful for all the hours our volunteers spend counting, sorting, and preparing seeds for the Seed Library. At Bill Library, over 3,200 seed packets were handed out for free and Gales Ferry Library tallied over 800 bringing our total to over 4,000 for the year!

**Building News:**

- The new ADA circulation/information desk has been installed at Bill Library. This project was fully funded by the American Library Association Libraries Transforming Communities - Round 2 grant.

**3. Investment Working Group**

The Investment Working Group met a few weeks ago and Mr. Bolduc reported that the investments continue to do well. No changes will be made to the William Holton funds at this time.

4. Consortium Working Group

The Consortium Working Group met to discuss next steps. Mr. Racich took on the Chair role for the group and reported that the next meeting will be on November 12. The MIS Director from the Town will be joining us at the meeting to answer questions and provide the group with information on what kind of IT support the town could cover for the library in the future.

5. Friends of the Ledyard Library

The Friends fiscal year runs from October 1 - September 30. The final budget was reviewed, expenditures have remained largely consistent year over year. The Friends also pay for museum passes, and the library and Friends share access to Constant Contact email service. Overall, the identified allocations are \$18,000.00.

Ms. Smith mentioned that Event Keeper is being discontinued and the library will be changing over to Engaged Patrons for event and program listings. The Friends also continue to support the town welcome packets given out at the library when someone signs up for a new library card.

Hoopla digital service is the biggest Friends expense and usage is continuing to increase. The Friends generously continue to support up to \$10,000/year, but the usage costs exceed that amount. The Town book budget covers the deficit for now.

The Friends fund the digital resource Ancestry which is a popular genealogy resource with our patrons. Adult Librarians have also used this resource during library programs. Another digital resource supported by the Friends is Mango which is a language learning platform. Ms. Smith is recommending switching to Transparent Language which is a similar resource, but would save several hundred dollars for the annual subscription.

The Bill Library Annual Book Sale and the "Snowflake Festival" formerly Books and More are the two big fundraising events put on by the Friends each year. The Friends are looking for donations for the Snowflake Festival as the date is fast approaching and scheduled for November 23, 2024.

The Friends are always accepting new members, volunteers, and fundraising ideas. If you are interested or need more information, please reach out to Sarah Desormier, Friends President, at FOLLPresident@gmail.com.

## VII. APPROVAL OF MINUTES

1. Motion to approve the regular meeting minutes of the Library Commission meeting from September 16, 2024.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Rebecca Nash

**SECONDER:** Peter Diette

- AYE**            6    Bolduc Candler Hightower Nash Racich Diette
- EXCUSED**    1    Rumery
- ABSTAIN**    1    Wright

**VIII. OLD BUSINESS**

**XI. NEW BUSINESS**

1. Motion to approve the 2025 Library Commission meeting schedule.

**RESULT:**    APPROVED AND SO DECLARED  
**MOVER:**     Rebecca Nash  
**SECONDER:** Ralph Hightower

- AYE**            7    Bolduc Candler Hightower Nash Racich Diette Wright
- EXCUSED**    1    Rumery

2. Motion to approve the 2025 Library Holiday closing schedule.

**RESULT:**    APPROVED AND SO DECLARED  
**MOVER:**     Ellin Grenger  
**SECONDER:** Rebecca Nash

- AYE**            7    Bolduc Candler Hightower Nash Racich Diette Wright
- EXCUSED**    1    Rumery

**X. ADJOURNMENT**

Ms. Nash moved the meeting be adjourned, seconded by Mr. Hightower.

The meeting adjourned at 7:48 p.m.  
VOTE: 8-0 Approved and so declared

The next Library Commission meeting is scheduled for November 18, 2024 at Bill Library.

Respectively Submitted,

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John Bolduc  
Commission Chair

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