

**Director's Report to the Library Commission**  
**June 19, 2023**

**Budget News:**

- The Commission Special Fund budget is on our agenda for discussion and a vote tonight. With the change in responsibilities for our photocopier machines, the Commission Special Fund budget will be evolving.

**Library News:**

- Ledyard Public Library has been selected to receive the American Library Association's Libraries Transforming Communities: Accessible Small and Rural Communities grant in the highest amount of \$20,000! This exceptional opportunity is focused on improving library services to those with disabilities. We will be hosting community conversations in the coming months to better understand Ledyard/Gales Ferry needs so we can begin to enhance library services. Stay tuned for further details as we get started on this important work!
- Beth Nemchek accepted the Library Assistant position and started working June 12, 2023. She is a regular library user and Ledyard resident.
- We are working on several behind the scenes projects to clean up our online catalog and also streamline workflow when it comes to hold receipts. Currently, each hold slip requires staff to hand write names on the top of slips and we are looking into having names print out on the slips.
- Our World Language collection items are arriving and items are currently being cataloged and processed. You will now find books written in Spanish for all ages at both locations.
- The staff meeting on June 2 went well and Sgt. Ryan Foster from Ledyard Police Department presented on the ALICE program which focuses on active "Violent Critical Incidents" and will encompass all types of workplace incidents not strictly and active shooter incident. We also used the remaining time that afternoon for library professional development.

**Building News:**

- The Bill Library audio visual collection has taken on a shift and new look! A shelving unit used for music CDs and movies was a safety concern due to pull out drawers that would not stay closed. We were able to move around other shelving to take its place. Not only are the shelves safer for the public, but the shelving units are now spaced out to also follow ADA guidelines. The music CDs are conveniently displayed in new acrylic containers promoting easy access and browsability.

**Town News:**

- I am working with Marisa Iannella-Rodriguez, Human Resources Director, to review library job title names to avoid future confusion. With both Assistant Librarians and Library Assistants, it is too easy to mix things up.

Respectfully Submitted,  
Jennifer Smith  
Library Director