



TOWN OF LEDYARD

Library Commission

Meeting Minutes - Draft 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

Monday, August 18, 2025

7:00 PM

Bill Library

I. CALL TO ORDER

The Meeting was called to order by Chair Bolduc at 7:00p.m.

II. ROLL CALL

In addition, the following were present:

Ambrosia Lavallee, Library Director

Carmen Garcia, Town Council Liaison

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None

V. MEMBER COMMENTS

Committee Member Wendy Hellekson informed us that the Preston Town Library is looking for a librarian

VI. REPORTS

1. Treasurer's Report

Because there was no activity in July for any account there was no Treasurer's Report.

2. Director's Report

Ms. Lavallee presented the Director's report

Library news:

1. Staffing Updates

- Stephanie Akers has resigned from her position as Library Associate due to health reasons.
- Amanda Marcelynas, a Ledyard community member and library patron, will begin training as a

new Library Associate on August 13.

- Sarah Desormier will return to the Ledyard Library as a substitute-only staff member.

2. Legislative Compliance - Bill No. 1271

- Requires updates to the Collection Development & Maintenance Policy, Library Display & Program Policy, and Materials Review & Reconsideration Policy by Oct 1, 2025.
- Drafts are underway, with updates to the Collection Development and Materials Review policies already completed.

3. Programming and Events

- Summer Reading had 330 registrations and 2,300+ adventures logged.
- Fall programs planned include:
 - o Bookbinding workshop
 - o Victorian tea event
 - o “Dying to meet you” Funeral home presentation

4. Collection Development & Weeding

- Transitioning primary book ordering to Ingram to address B&T vendor delays; staff feedback mostly positive, final assessment pending.
- Nonfiction weeding underway at both branches

5. Social Media

- Drue has significantly improved social media presence, contributing to increased program attendance.
- Assistant librarians note patrons have mentioned they learned about recent events via Drue’s cross-posting on community pages.

6. Annual Report

- Preparation progressing steadily.

7. Building

- Public works ripped out the weeds from the side of Bill, and planted Wild Flower seeds.

MOTION to lower the number of monthly Hoopla checkouts from 4 to 3.

RESULT: APPROVED AND SO DECLARED

MOVER: John Bolduc

SECONDER: Rolf Racich

3. Investment Working Group

Sal Tocco from Janney reviewed the performance of the Bill Association accounts for the second quarter of 2025. He discussed the managers of each account and the top holdings for each account. While the Russell 1000 Value was up 4.89% year to date the combined Janney Funds were up 6.2%. The Working Group is satisfied with the results.

4. Consortium Working Group

Motion to disband work group.

RESULT: APPROVED AND SO DECLARED

MOVER: Rolf Racich

SECONDER: Ralph Hightower

5. Friends of the Ledyard Library

The Friends book sale is August 23 to September 6. Please volunteer to assist them in this fundraising effort that benefits the library.

6. Report from the Library Director's Assessment Committee.

Wendy provided an update but no formal report read at this time.

VII. APPROVAL OF MINUTES

1. Approval of meeting minutes

RESULT: APPROVED AND SO DECLARED

MOVER: Ralph Hightower

SECONDER: Elizabeth Rumery

VIII. OLD BUSINESS

1. Any old business proper to come before the Commission.

NONE

IX. NEW BUSINESS

2. Motion to update the Donations & Gift Policy.

As a general rule, monetary gifts under \$250 that are not donated for a specific purpose will be deposited in the Library Commission Special Fund. Monetary gifts of \$250 and over **or any monetary gift donated as a result of an annual appeal** that are not donated for a specific purpose will be held by the Bill Library Association in a separate professionally managed account and used for areas of highest need at Bill or Gales Ferry Library as determined by the Library Commission in consultation with the Library Director. Gifts donated for a specific purpose will be deposited in the Library Commission Special Fund.

RESULT: APPROVED AND SO DECLARED

MOVER: Ralph Hightower

SECONDER: Rolf Racich

X. NEXT MEETING

Next Commission to be held September 15, 2025 at 7:00pm, at the Gales Ferry Library

XI. ADJOURNMENT

Ms. Wright moved the meeting be adjourned, seconded by Ms. Hellekson

The meeting adjourned at 7:38 p.m.

VOTE: 8-0 Approved and so declared

Respectively Submitted,

Chairman Bolduc
Library Commission

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