



Ledyard Public Library  
Learn | Discover | Create | Connect



Bill Library  
718 Colonel Ledyard Hwy  
Ledyard, CT 06339  
860-464-9912

## Annual Report July 1, 2022 – June 30, 2023

Gales Ferry Library  
18 Hurlbutt Road  
Gales Ferry, CT 06335  
860-464-6943

[www.ledyardlibrary.org](http://www.ledyardlibrary.org)

The Ledyard Public Library is a thriving organization in our community. Decisions made throughout this past year were driven by our mission, the 2020 Strategic Plan, and the determination to continue to make the library a welcoming and accessible place for all. Thank you to our patrons who show up time and again to use library services. We are beyond thankful for the funding we receive through taxpayer dollars along with all the other support groups and individual donors who contribute, knowing their library enriches and changes lives. For you, we are most grateful.

**Mission:** Ledyard Library provides valuable resources, friendly, knowledgeable service, and free access to a diversity of ideas, information, and experiences. We strive to enhance the quality of life in our community and encourage the love of reading, critical thinking, and lifelong learning.

### Strategic Plan Goals and Objectives

1. Community Needs Goal: Develop creative ways to meet community needs
  - Objective 1 – Provide adequate staff to ensure excellent customer service
    - Staff turnover has been a regular occurrence this past year, which created the opportunity to reflect and modify our staffing positions and job descriptions. With a small staff stretched between two buildings to cover nearly 100 service hours per week, it is essential to train everyone to be public-facing. Providing excellent customer service to our patrons is something we collectively strive for every day. An opportunity to modify two of our positions presented itself, allowing us to combine responsibilities of cataloging materials with children’s services to create a new position called Library Technician II – Youth Services. We also filled the vacancy for a full-time Assistant Librarian II – Adult Services at the Bill Library along with several part-time Library Associates, who frequently float between library locations.
  - Objective 2 – Improve library hours
    - Summer is one of our busiest times of the year, so to ensure working families had the chance to visit the library on the weekend, we extended our Saturday hours at each building. Rather than closing at 1:00 p.m. on summer Saturdays, we are now open 9:00-5:00 p.m.
2. Collaboration Goal: Collaborate with town and regional organizations
  - Objective 1 – Identify town activities the library can participate in to support the community
    - This past year, the library worked in partnership with following town groups: Ledyard Parks and Rec Trunk-or-Treat, Ledyard Social Services Holiday Giving – Adopt a Family, and the Ledyard Farmer’s Market
  - Objective 2 – Collaborate with the schools to encourage and support literacy
    - Library representatives attended the Back to School nights to provide families with a personalized explanation of library offerings pertaining to their interests and distribute free books for their home libraries.
  - Objective 3 – Collaborate with local organizations for community activities
    - Attendance and support for United Way local events such as Comfort from the Cold. We also believe in partnership with the Ledyard Rotary Club and represented the library as guest speakers, along with promoting the Ledyard Lions Club – eyeglasses drive with a box in each library.

### 3. Marketing Goal: To increase community awareness of library services

#### Objective 1 – Develop a brand to use on all forms of publicity

- New library cards were designed to showcase our logo and motto. We have a new domain name, which updated both our website address (from [www.ledyard.lioninc.org](http://www.ledyard.lioninc.org) to [www.ledyardlibrary.org](http://www.ledyardlibrary.org)) and our staff email addresses. All public-facing forms are now on Library letterhead, envelopes were printed with the Library logo and return address, and consistent branding has been applied to all outgoing publicity via an internal style guide. Recently designed due date receipts now contain our Library's branding and other relevant information.

#### **Library as a Welcoming and Accessible Place**

A number of changes have occurred both behind the scenes and in the public eye to increase efficiency in all areas of the library. From an administrative perspective, we have shifted internal data collection to align with the annual State report including capturing all volunteer hours, creating new location codes to better track specific material types, and eliminating unneeded data stats. Avoiding increases to our operative spending remains a focus and we continue to look for ways to do more with less. One example is the lease of the new photocopiers, which reduces the number of printers and toner cartridges needed in each library building. This is a huge cost savings in our operating budget and relieves the Commission of figuring out how to pay for two new photocopiers. We appreciate the Town taking on the lease expense for the new photocopiers along with revenue obtained from printing, photocopying, and faxing services. Another example is streamlining the processing of materials and reducing costs by using one common sized label and eliminating unneeded stickers and labels.

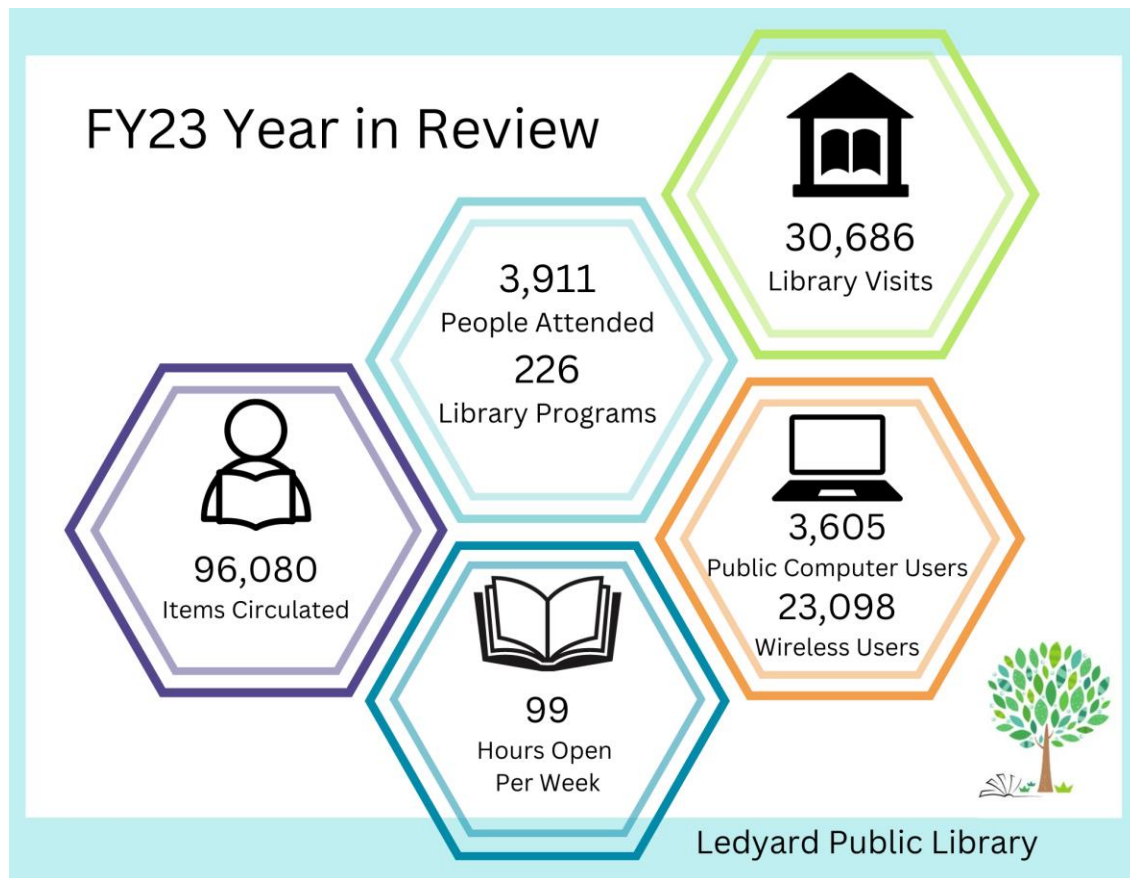
Library materials are now processed by Library Associates and the Administrative Assistant. This was done to streamline processes to maximize staff efficiency. Another focus has been developing consistency between both library buildings. The newly created system has allowed Library Associates to be more hands-on with new materials, have a chance to rotate off desk to vary their responsibilities, and decrease the time it takes for new materials to be available to the public. This has also allowed the Administrative Assistant to take on large projects such as unifying all spine labels in the Children's Department and be more hands-on with financial accounting.

The results are the creation of New Release Tuesday, where we celebrate all materials ready for the shelves on their release date; a significantly reduced backlog of materials, where patrons are able to have new materials in their hands in a timely way; and the ability for the Director to tackle larger projects and not be bogged down with administrative tasks.

Library collections have undergone a number of important additions over the past year. First and foremost is the addition of the new "World Language" books for non-English titles. The adult travel book collection at the Bill Library has been substantially updated with new publications, replacing older travel books with outdated information. Similarly, the Biography section has been updated with more new books on the way. We have also modified the way we market our collection with the addition of display easels and acrylic holders that allow us to put items face out. The impact is an increase in checkouts from our "New Books" as patrons can see the full cover rather than just the spine, which increases their interest. We also maximized the space we have by rearranging shelving to promote an accessible and open floor plan.

In addition, the Gales Ferry Library received both a brand new fire panel system along with modernizing our internet connection to fiber optics. These were extremely expensive upgrades to our facility but ensure safety and keep our library technology offerings current. We were lucky to receive grant funding to cover the cost of the fiber optic upgrade.

In June, our library received word that we were selected to receive the American Library Association's Libraries Transforming Communities grant in the amount of \$20,000! This exceptional national opportunity is focused on improving library services for those with disabilities. After hosting two community conversations, we now have a clear idea of how to spend these funds next year to better support Ledyard and Gales Ferry residents.



### Statistics

• Number of items circulated	96,080	• Newspaper Subscriptions	4
• Items borrowed per capita	6.22	• Museum Passes	11
• Visits	30,686	• Children's Programs	133
• Registered borrowers	3,573	• Teen Programs	23
• Children's books borrowed	32,378	• All Youth Program Attendance	3,329
• Young adult books borrowed	6,276	• Adult/All Ages Programs	70
• Adult books borrowed	23,995	• Adult Program Attendance	582
• Movies borrowed	9,076	• Staff – Full-time	4
• Audiobooks & music borrowed	2,191	• Staff – Part-time	12

### Programming at your Library

We are so excited to share that programming for children birth-age 11 has exploded! We offered 133 in-person programs, and attendance totaled 3,175 attendees. To say this makes us happy is an understatement. Making the decision to switch to drop-in storytimes means our parking lots are full on storytime mornings, and there are lots of smiles seen and laughter heard each week. In addition, we offered self-directed activities like take-and-make crafts and our new scavenger hunts. These simple, self-directed activities bring people to the library time and time again. Because of our continued collaboration with CT Humanities, our two biggest programs of the year were Magician Ed Pop and Singing Principal Al DeCant. We had 88 participants for the magic show and 130 for Al DeCant, who brought Pete the Cat to the library. We were also thrilled to host Ledyard resident and author Winsome Bingham for a family-friendly workshop on creating memorable moments. Mayor Fred was another special guest, who popped by to read a book at our Giggles and Wiggles Storytime. Finally, our Summer Adventure Program, where participants can log anything they read, make, or explore, continued to be a huge hit with the community. We had over 300 registered children and almost 4,500 logged adventures. This was an increase of nearly 1,000 adventures from the

previous year. Overall, the relationships we have built with the patrons who visit our children's rooms are our proudest accomplishment. We are always so excited to get a book into a child's hand while providing a space that is welcoming, diverse, and enjoyable!

Our Teen programming targets youth ages 12-18. Our teen participation is steadily growing. We continue to offer a mix of programs that are in-person and self-directed as that seems to work best for this age group. We offered 23 teen in-person programs and had 154 participants. Meanwhile, our self-directed activities, which also include our numerous teen volunteers, numbered at 28, and we had over 200 participants. The Summer Adventure Program for teens was also successful. There were approximately the same number of participants as years past at 26, but they logged close to 500 adventures, doubling what they had done the previous year. Our most popular programs continue to be the LitLoot! subscription boxes, our Teen Cooking Class, and our amazing Trivia events. Most importantly, we strive to make our library welcoming and relevant for the teens we serve. We are proud to present programs and opportunities for the teens in our area and look forward to continuing to offer a safe outlet where they are encouraged to learn and grow.

Adult programming also gained strength this past year with offerings encompassing a range of interests, content, and styles. We hosted speakers on topics such as vegetable gardening, local waterway protection, and the history of Hollywood's "Golden Age." The Adult Board Game & Book Club and Drop-in Genealogy Club were two new clubs started during the last fiscal year. Each of these has been a success, bringing new patrons into the library and attracting a diverse audience. The Board Game Club has played games together such as *The Grizzled*, *Ticket to Ride*, and *Catan*, sampling games with different mechanics and designed in different parts of the country. The Genealogy Club is run as a hybrid event, and we have had digital visitors from across the country! The President's Discussion Group concluded in March 2023, having completed its goal of meeting to discuss each historical U.S. President.

The Library Senior Book Discussion continued at the Ledyard Senior Center. It is amazing to hear the wisdom each member brings to the group about their encounters with the selected titles. Cookbook Club is a big hit with proven success for many years. The cooking and baking talent in this group is tremendous, and it is remarkable to witness the skills building throughout the year! Adult participants also enjoyed a seasonal rug hooking series where they learned and practiced their skills to create a beautiful work of art. In addition, a garden program presented by Doug Moffat made its debut at Gales Ferry Library as part of the Seed Library this past year. Attendees were quite taken with this Posh Pot container gardening workshop! Finally, adults had the chance to take part in Crafternoon programs along with Take and Makes. Both of these crafty additions brought new, smiling faces into the library.

Adult Summer Reading made the library a busy and joyful place. We mixed things up this summer by offering adults a Summer Reading Bingo Challenge as a way to add friendly competition to library services. Collectively, 56 adults participated.

### **Library Commission**

The Ledyard Public Library is advised by the Ledyard Library Commission, which typically meets on the third Monday of the month at 7:00 p.m. at alternating library locations. The public is welcome at all meetings. The Commission agendas and minutes are posted on the Town's webpage at [www.ledyardct.org](http://www.ledyardct.org) under "Agendas and Minutes."

Library Commissioners focused their efforts this year on updating policies, meeting strategic plan goals, and supporting the library through fundraising. The Library Commission participated in Library Giving Day this year, raising \$1,155 from six different donors.

Members of the Commission are:

Rebecca Nash, Chair  
Elizabeth Rumery, Vice Chair  
Ellin Grenger, Secretary  
Ralph Hightower, Treasurer

John Bolduc  
Barbara Candler  
Brian Cronin  
Carol Ganz  
Rolf Racich

**Support Groups**

**The Friends of the Ledyard Library** continue to support programs and purchase equipment for the Library through all their fundraising efforts. A few of the big fundraising events for the Friends include the annual Bill Library Book Sale and the Snowflake Festival (formerly Books and More). Their efforts allow them to fund programs for children, teens, and adults; purchase museum discount passes available for checkout; and help sustain online library resources such as the very popular Hoopla. Overall, the Friends approved a FY23 budget of \$21,500, which made a critical impact to our library offerings. We are very grateful for the Friends volunteers and appreciate all they do to provide additional support for our Library!

**The Bill Library Association, Inc.** presented a scholarship this past year to graduating senior Ava Holdridge. Members continue to keep with tradition and gather in October for a potluck-style dinner followed by the annual meeting.

**Volunteers** are vital to our success. In FY23, we implemented a new system to tangibly capture all the hard work our volunteers do. Volunteer hours totaled over 1,312 hours, which averaged out to approximately 25 hours per week! A few of our most dedicated volunteers included Laura Norcia – 180.5 hours between the Seed Library and Friends activities, Robert Patt – 100 hours of shifting the adult book collection, and Roberta Levandoski – 95.5 hours between the Seed Library, Friends activities, and rain garden maintenance.

**Grants/Gifts** from community members in support of our mission or grants requested for specific programs support the collection, honor an occasion, or remember a loved one who has passed away. FY23 highlights include the previously mentioned ALA Libraries Transforming Community grant and a large donation from the Ledyard Lions Club.

We also collaborated with Ledyard Social Services to collect donations, allowing us to distribute brand new books to local children and teens for the holiday season. Over 100 books were distributed to our local families in need, which aligns with our goal to make sure books are present in households. Studies show when books are in homes, children are more likely to succeed in school and beyond.

**Grants**

- American Library Association – Libraries Transforming Communities
- Book Voyagers through CT Humanities
- Eastern CT Community Gardens Association

**Gifts Donated by**

- Avery Family Memorial Fund
- Glenwood’s Book Club
- Ledyard Garden Club
- Ledyard Lions Club
- Porter Family
- Thompson Family

**Gifts in Memory of**

- Barbara Hurlbutt Barnes
- May Dale
- Thomas Lees
- Eileen Morange
- Jeanette Peterson

**Library Hours**

**Bill Library**

Monday – Wednesday	9-8
Thursday	Closed
Friday – Saturday	9-5
Sunday (seasonal)	1-5

**Gales Ferry Library**

Monday – Tuesday	9-8
Wednesday, Thursday & Saturday	9-5
Friday & Sunday	Closed



@LedyardPublicLibrary – 1.8K followers



@LedyardPublicLibrary – 691 followers



# Summer Adventures 2022

## Ledyard Public Library

Total Participants in our Summer Adventure and Reading Programs:

399

Total Adventures Logged:

4,533



NUMBER OF PROGRAMS AND ACTIVITIES

37

NUMBER OF PROGRAM / ACTIVITY ATTENDEES

983

What did our children, teen, and adult participants have to say?

84% of participants strongly agree that they felt welcome at the library this summer.

60% of participants strongly agree that they got help from the library this summer.

66% of participants strongly agree that they enjoyed taking part in activities offered this summer.

“We love so many things about the library! Mostly all the many possibilities to learn through library materials both print and electronic. And the programs! Also the very friendly and helpful staff!”



# SUMMER 2023

## LEDYARD PUBLIC LIBRARY

“We love coming to the library! Everyone is so nice and fun!”

I love getting books and attending storytime! Always lots of programs to participate in and staff is always so helpful!”



TOTAL PARTICIPANTS

368

ADVENTURES AND READING LOGGED

6,082

NUMBER OF PROGRAMS AND ACTIVITIES

72

NUMBER OF PROGRAM AND ACTIVITY ATTENDEES

2,242

Children, Teens, and Adults who participated in our summer programs strongly agreed and agreed that they...

Felt welcome at the library 100%

Got help from the library 97%

Plan to take part after summer 92%



“I love the adult summer reading program. The additions this year are fun and creative. Thank you to the entire staff for being so welcoming, helpful, funny, and kind.”

