

Black Watch Memorial Library
Board of Trustees
August 28, 2025

• **Call to Order/Roll Call/Adoption of Agenda:**

- The meeting was called to order at 11:00 am
- Members Present: Steve Boyce, Paul Jebb, Jill Cunningham, Susan Gravelle, Virginia LaPointe, Cheryl O'Connor, Linda Cunningham
- Others Present: Heather Johns, Director; Joyce Cooper, Representative of Town
Steve Kenworthy, Director CEFLS
- A motion to adopt the Agenda was made by Virginia, seconded by Jill; all were in favor

B. Review of Minutes: Jill moved that the minutes be accepted; Susan seconded; all were in favor.

C. Public Comment Period: None

D. Treasurer's Report : See the attached report.

E. Report of Director:

- Heather will attend a Budget workshop with the Town on Sept. 4th. The budget for next year is very similar to this year so there should be no issues.
- The statistics for the month were presented (see attached) . There was a large increase in circulation this month, due in part to the Independent Reading Program for kids. This program was very popular and will be an important part of the summer program for next year. The Children and Young Adult programs were not well attended. The most successful programs were those that required sign up in advance so we will take that into consideration when planning next year's events.
- Heather has been in contact with the Architect regarding our desired changes to the plans and he will come up with a proposal. He wishes to meet with the committee next week.
- Jill made a motion to add Treasurer to the By-Laws under Officers. Virginia seconded the option; all were in favor.
- The Farmers Market for Sept. 6th. wishes to involve local organizations. The Library will set up a table with trivia questions about Ticonderoga History. Nancy will run this table and there will be prizes.
- The Library is planning a Halloween program for Oct. 25th with a story time and crafts. Registration will be required.
- The sculptures for the Enchanted Storybook Garden will be arriving the end of Oct. There will be a festival on Oct. 24th to celebrate their installation.
- The Director of CEFLS has scheduled a zoom session on Sexual Harassment Training for 9/16 at 9:30
- We need to update our long-range plans to include information about the expansion. Heather, Steve, Paul, Cheryl and Linda will meet on this.
- Heather is contacting Tonya at the Town to find out who does the carpet cleaning for the Town and get a quote.

F. Board Reports:

1. Committee Reports: The Carnegie Place project:

- Steve has one quote for removing the trees from the area behind the removed building. There are several other quotes coming. Jeremy has signed the contract but it has not been turned into the Town.

2. Old Business: none

3. Comments from Steve Kenworthy, Director of CEFLS services in Plattsburgh. He visits the 30 libraries in the district, and today has been in the area visiting Schroon Lake, Ticonderoga and Crown Point.
- There was a question about whether the Harassment Training workshop that is coming in September would be available on line. He explained that by law it must be an interactive workshop but for those who cannot take the zoom meeting, the State has a program that can be done on a computer and he will send the link to Heather.
 - A question arose about the issue of censorship and banning of materials. We have had no issues but there are libraries that have had problems. We do have a policy that covers how to address such issues if they arrive.
 - The CEFLS oversees Construction grants from the State, and they have an expert who can help us work through the process. We will invite David Fuller to meet with us.

G. Report of the Town: The sculptures provided by a grant through NRDC will be installed on Friday Oct. 24th. with a festival running from 4-9pm. NRDC will maintain these sculptures and their placement can be changed after the expansion work on the grounds has finished. There will also be a Reptile show at the library from 4-6 on that day

H. Report of the Friends: None

I. Public Comment Period: None

J. Next Meeting Date: September 25, 2025 at 11:00am

K. Adjournment: Meeting adjourned at 11:55