

**Black Watch Memorial Library  
Board of Trustees  
Dec. 12, 2024**

**• 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, Sue Gravelle,  
Linda Cunningham
- Others Present: Heather Johns, Library Manager; Joyce Cooper, Town of Ti;  
Ann Westervelt, Friends of the Library
- A motion to adopt the Agenda was made by Jill, seconded by Sue; all were in favor

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

**C. Public Comment Period:** None

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

**E. Report of Director:**

- Heather presented the statistics for the year - see handout
- The meeting dates for 2025 are established - see handout
- Heather has researched UV films for the windows. She will order one to determine its effectiveness
- There have been some inquiries about whether the building behind the Library could be removed for free. Joyce will bring it up to the Town at tonight's meeting.
- Paul Jebb has sanitized the basement - much gratitude goes to Paul!!!!
- The Library would like to replace the drinking fountain with a bottle refill station. Joyce will sound out the Town about this possibility.
- Steve and Heather will be meeting with the Insurance Agent to finalize the plans for coverage
- Holiday Hours: The Library would like to close early on Christmas Eve instead of staying open until 7:00. It is always an extremely quiet day. New Years's Eve is also on a Tuesday and again is a very quiet day. We would like to close at 5:00
- The Kindergarten classes are visiting the Library today on a field trip.

**F. Board Reports:**

**1. Committee Reports:** none

**2. Old Business:**

- There are as yet no bids for removing the building at 6 Carnegie Place - but it is possible that someone would remove it for free.

**3. New Business:** none

**G. Report of the Town:** The Town Board meeting is tonight and Joyce will bring up the removal of the building and also the installation of water refill station.

**H. Report of the Friends:** They will continue to fund the program to allow patrons to access books from other systems.

**I. Public Comment Period:** None

**J. Next Meeting Date:** Jan 23, 2025 at 11:00am

**K. Adjournment:** Meeting adjourned at 11:30