

Black Watch Memorial Library
Board of Trustees
Jan. 23, 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, Cheryl O'Connor, Sue Gravelle, Linda Cunningham
- Others Present: Heather Johns, Library Manager; Ann Westervelt, Friends of the Library
- A motion to adopt the Agenda was made by Paul, seconded by Sue; all were in favor

B. Review of Minutes: Sue 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 has completed the statistics for the year - see handout. She is in the process of doing the Annual Report for the State. It will also be available for the Town and Public.
- There will be a watercolor program for adults on Sat. The 25th. There is a limit on the number of participants and it filled within two days.
- A suggestion was made to investigate presenting Children's Story Time programs during the Town's after school programs at the Armory
- Heather has researched UV films for the windows and has contacted several local providers She presented a quote for the films and installation. Paul made a motion to accept the quote and have the UV films installed on the four windows in the Reading Room. Susan seconded the Motion; All were in favor.
- Maintenance Issues:
 - There is a question about clearing snow on the weekend. The walkway was not cleared 1/21/25 (Saturday) and while there was not much snow, it would be a safety hazard if slippery and not cleared.
 - There does not seem to be resolution on the question of whether the building behind the library could be removed for free.
 - Heather is getting information on the water refilling station - in particular, whether it will fit into the existing plumbing system.
 - The salt being used by the Town is causing damage to the carpeting. Is it a new product?
 - There is still no resolution to the issue of the snowshoes. It is a shame that another winter will pass without them being used. It is possible that if the Town would take them over, their insurance would cover the use.

F. Board Reports:

1. Committee Reports: none

2. Old Business:

- Steve will meet with Joyce and discuss some of the issues mentioned above.

3. New Business: We need to investigate more ways of getting information about our services and programs out to the public - We already use Facebook, perhaps articles in the Sun, websites etc.

G. Report of the Town: None

H. Report of the Friends: The annual letters are going out for donations. There is also the possibility of recruiting new members

I. Public Comment Period: None

J. Next Meeting Date: Feb. 27, 2025 at 11:00am

K. Adjournment: Meeting adjourned at 12:00