

Black Watch Memorial Library
Board of Trustees
July 25, 2024

A. Call to Order/Roll Call/Adoption of Agenda:

- The meeting was called to order at 11:05 am.
- Members Present: Steve Boyce, Susan Gravelle, Cheryl O'Connor, Virginia LaPointe, Paul Jebb, Jill Cunningham, Linda Cunningham,
- Others Present: Heather Johns, Library Manager; Joyce Cooper, Town of Ticonderoga
- Before proceeding, Steve called for a moment of silence in honor of Maureen Johns and in recognition of all that she did for the library
- A motion to adopt the Agenda was made by Virginia, seconded by Susan; all were in favor

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

C. Public Comment Period: None

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

- Jill has been investigation moving some of the library's funds into an account or CD with better interest. A motion was made to move \$10,000 into a one year CD with Live Oaks. Motion was made by Jill; seconded by Cheryl; all were in favor.

E. Report of Director:

- Maintenance issues:
 - Paul has painted the front door. It looks wonderful - many thanks to Paul
 - The toilet in the basement still does not flush. It requires immediate attention. Heather will submit another work order marked urgent!
 - Some slates have fallen off the roof. Joyce will see Dave Woods about both the bathroom and the slates.
 - The kids' programs are in progress and will continue for two more weeks, followed by a program for tweens. There will be an adult murder mystery program on Sat. evening.
 - The Summer Raffle has started and will run through Aug. 3rd. The raffles are always very popular and provide funding for our programs.
 - Heather has had people who need Community Service Hours and they have been useful in doing work around the library.
 - The Library has received some personal care kits through the Library System. These contain hygiene products such as comb, toothpaste and brush, shampoo, etc. A kit will be places in the entrance way with a sign for people to take as needed.
 - Our State Aid money has been deposited into the Town account and Heather will see that it is placed into the Budget line item for books.
- Insurance issues:
 - Heather and Steve have been in contact with an Insurance company about coverage for the Board and Staff. The agent feels that because the Town is the Appointment Authority, it should be responsible for the policy. He will be happy to meet with the Town's Insurance Agent to discuss the Policy

- The Snowshoes could be donated to the Town and they could be covered in the same manner as the skates at the skating rink. The Library could be responsible for checking out the snowshoes.
- Last year we were told that we could not run some of our programs because volunteers are not covered by insurance; yet the Town has insurance waivers that are used by volunteers. Heather will get a supply of the waivers to have at the library.

F. Board Reports:

1. Committee Reports: none

2. Old Business: none

3. New Business: A meeting of the Board Members was held to discuss the property at 6 Carnegie Place. Tentative ideas were discussed for landscaping and developing the area as a multi-use area for patrons and children.

- Steve has the names of several firms we can consult about landscaping and plans.
- Paul contacted the Fire Chief and Highway department about dimensions for a driveway.
- We need to consult an architect about plans for possible expansion of the library
- We would like to investigate the possibility of demolishing or removing the existing building.

G. Report of the Town: Joyce will text Dave Woods about the bathroom problems and the roof slates.

H. Report of the Friends: The Friends will have a table for Street Fest to promote the Imagination Library

I. Public Comment Period: none

J. Next Meeting Date: August 22 at 11:00am

K. Adjournment: Meeting adjourned at 12:20