

**Black Watch Memorial Library
Board of Trustees
March 21, 2024**

MINUTES

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

- The meeting was called to order at 11:05 am.
- Members Present: Steve Boyce, Cheryl O'Connor, Virginia LaPointe, Paul Jebb, Susan Gravelle
- Others Present: Heather Johns, Library Manager.

B. Review of Minutes: Cheryl moved that the minutes be accepted; Susan seconded; everyone was in favor.

C. Public Comment Period: no comments

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

- The decision about using an online bank is on hold until Jill Cunningham can provide input.

E. Report of Director:

- Heather reported that our page on the Town's website has been updated to include the policies needed for compliance with Annual Report.
- Several insurance companies have been approached regarding Board insurance. To date, no quotes have been received. Steve will approach an insurance agent in Peru area.
- The following are donations/grants received:
 - Sylvamo Grant (\$500) to be deposited in board account.
 - Hague Support (\$1,500) to be deposited in board account.
 - Copier donations (\$165.50) to be deposited in board account.
 - Final payment of 2023 State Aid (\$152.89) transfer to Library Budget/Books. A motion was made by Paul Jebb to authorize the transfer of State Aid and seconded by Cheryl O'Connor.
- Heather requested that Dave Woods secure the building on Carnegie Place. There were several open/broken windows as well as a blown-out upper door.
- The windows need cleaning inside and out. Heather will put in a request in the near future.

F. Board Reports:

1. Committee Reports:

2. Old Business

- **Insurance:** We are still investigating Insurance coverage.

3. New Business: none

G. Report of the Town:

- Joyce will talk with Dave Burroughs regarding the property lines for 6 Carnegie Place.
- The annual town cleanup is scheduled for May 11, 2024.

H. Report of the Friends: none

I. Public Comment Period: none

J. Next Meeting Date: April 25th at 11:00am

K. Adjournment: Meeting adjourned at 12:00 pm