

**Black Watch Memorial Library  
Board of Trustees  
May 23, 2024**

**AGENDA**

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

- The meeting was called to order at 11:00 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

**B. Review of Minutes:** Virginia moved that the minutes be accepted; Sue seconded; Motion passed, two abstained

**C. Public Comment Period:** None

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

**E. Report of Director:**

- Maintenance issues:
  - The Fire Alarm system has been fixed
  - Tonya has been trying to contact the window cleaner
  - Orkin has been contacted about the ant and pest problem
  - Heather has been informed that the Building and Grounds Committee does not have money to replace the walk-off mats. A motion was made by Jill for Heather to purchase three walk-off mats pending confirmation of the Town's inability to pay for them. The motion was seconded by Cheryl; all were in favor.
  - The toilet in the basement does not flush. Tonya will try to get someone in to fix it.
  - There is a pipe by the furnace that is leaking. The Town has looked at it but it has not been fixed yet.
  - The AC is broken. Dave Burrows has said he will have someone look at it.
  - There is a need for outside seating on the patio. Cheryl moved to have Heather purchase a bench for this area; Virginia seconded; all were in favor.
  - We need to have a handicap assessable door that is ADA compliant. There is a demand for this.
  - Paul will take a paint chip from the front door and have it checked for lead and will then paint the door
- The new copier now is set up to allow wireless printing. This will be much cheaper than using the ink-jet printer which will be turned off unless needed by the staff
- The Summer Reading Program is being set up. Mackenzie Strum will do the program again. The theme will be "Adventures" and will incorporate the Olympics.
- The Library will have a float in the 4th. of July parade to promote the Summer Reading Program.
- There are Adult Programs planned for the summer. There will be another Murder Mystery evening and a program for adult fiction writing. A workshop has been scheduled for Oct 5 from 11-2 for creating nonfiction memoirs.
- On June 4th (Tuesday) from 10:30-2:30 there will be a program presented for Veterans, families and survivors. This is a readjustment counseling program to help veterans with benefits. Hopefully, there will be other programs in the future.

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**F. Board Reports:**

**1. Committee Reports:** none

**2. Old Business:** Steve has been in contact with an insurance person who is drawing up a proposal for us that will cover our directors, officers and volunteers for liability, and cover the items that belong to the Library.

**3. New Business:** none

**G. Report of the Town:** There was a discussion on how to proceed with the property at 6 Carnegie Place. There are questions that need to be answered by the Town's Attorney, and we need input from Building and Grounds. Members of the Library Board will attend the June meeting of the Building and Grounds Committee.

**H. Report of the Friends:** none

**I. Public Comment Period:** none

**J. Next Meeting Date:** June 27 at 11:00am

**K. Adjournment:** Meeting adjourned at 12:25