

**Black Watch Memorial Library**  
**Board of Trustees**  
**March 27, 2025**

• **Call to Order/Roll Call/Adoption of Agenda:**

- The meeting was called to order at 11:05 am
- Members Present: Steve Boyce, Paul Jebb, Jill Cunningham, Sue Gravelle, Cheryl O'Connor, Virginia LaPointe, Linda Cunningham
- Others Present: Joyce Cooper, Town of Ticonderoga
- A motion to adopt the Agenda was made by Jill, 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:**

- The New Library Hours started on March 18, 2025. Patrons are responding well to the new schedule.
- The Board was presented with several options for the new chairs in the reading room, It was agreed that the mission style would be a good fit for the room. There was a question about the seat height as it was not given for some of the chairs. It was thought that the flatter chair backs might be more comfortable than the spindles, and while initially the 6th choice (Pemberly Row) was a favorite, the pads on the chair appear to be leather-like and might have the same problems with UV light as the existing chairs. It was decided that the ones with the most input should be the staff.
- There are two upcoming workshops for adults on the identification of aquatic invasive species: Part 1 - Plants: Saturday, April 5, 2025  
Part 2 - Animals: Saturday, April 12, 2025
- Four policies were presented to the Board for approval and adoption into the Library Policies. Jill made the motion that we approve the change in the library's hours in the Facilities Use Policy and adopt the Intellectual Freedom Statement, The Collection Development Policy, and the Public Relations Policy. Cheryl seconded the motion; All were in favor. The new policies will be posted on the Library's page on the Town website.
- The Statistics for the month were handed out.
- The Library staff is currently working on formatting a newsletter to be published quarterly.
- The Library is looking for volunteers to help with an entry in the 4th of July parade to promote the library and summer reading.
- The theme for this year's summer reading is Color Our World. Nancy Quesnel will be facilitating the children's, youth, and 'tween programs with volunteer help.
- The blind handles have been installed on the shades in the reading room.
- We will be putting in a work order to have the air conditioning units uncovered.
- There was a discussion about the grants available to the library:
  - Stewarts Grant - we received \$500 to support summer programming
  - CAI Grant - we will apply for this to support adult art programs
  - Sylvamo Grant -application due September 30th.
  - NYS Construction Grant- The intent to Apply for this must be done by June 6th. It will be necessary to have plans for the expansion and landscaping work. We need to get recommendations for Architects and Engineering firms that deal with historic buildings.

Joyce will get names of some firms from Nicole Green and we will contact the firm that worked on our expansion. If any firms are willing to work with us, we will put it out to bid.

**F. Board Reports:**

**1. Committee Reports:** None

**2. Old Business:**

- The asbestos testing on the building at 6 Carnegie Place shows no asbestos. We will increase our efforts to find someone interested in removing the building.

**3. New Business:** None

**G. Report of the Town:** Joyce has talked to the Town's lawyer about the License for Madden's Pub which will allow access to the Pub. He says he will get the Library input on this.

**H. Report of the Friends:** They will supply Easter candy for the children.

**I. Public Comment Period:** None

**J. Next Meeting Date:** April 24, 2025 at 11:00am

**K. Adjournment:** Meeting adjourned at 12:15