

**Black Watch Memorial Library  
Board of Trustees  
September 25, 2025**

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

- The meeting was called to order at 11:00 am
- Members Present: Steve Boyce, Jill Cunningham, Susan Gravelle,  
Virginia LaPointe, Cheryl O'Connor, Linda Cunningham
- Others Present: Heather Johns, Director; Joyce Cooper, Representative of Town  
Barbara Peria, Friends of the Library
- A motion to adopt the Agenda was made by Virginia, seconded by Cheryl; 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.

**E. Report of Director:**

- The Library will be participating in a three County Library Crawl in October. There will be stamps by each library and trivia questions.
- The members of the Architect Committee will have a zoom meeting with the Architects on Oct. 8th. In the afternoon.
- We are investigating marketing and promotional materials to put out for the Fireside Folk Festival on Oct. 24th which will dedicate the Enchanted Storybook Garden. We would like to have a flyer showcasing the expansion plans.
- We will need many volunteers for the event on Oct. 24th from 4 to 10. - Cheryl, Sue, Barb, Linda, Steve, and Jill will all be present.
- We will have a Committee meeting for our long-range plans. Heather, Steve, Paul, Cheryl and Linda will meet.
- The camera in the front of the building is broken and will be replaced prior to the installation of the sculptures.
- We still have two old chairs to be removed. Joyce will see to this
- The Basement door does not close properly, and the inside door on the Carnegie street side opens too quickly. Heather will put in a work order.
- There will be a Halloween program on Sat. Oct. 25th with a story time and crafts. There will be a sign up for this program. Cheryl volunteered to help.
- The Library will participate in the Town's Halloween event. Volunteers are needed to give out candy. Barb and Joyce said they are interested in helping. The Friends will supply candy for this.
- We are looking into an e-mail service to help spread the word about our programs.
- The Town has approved our motion to hire someone for the part-time position. The advertisement should be in by Sat. Hopefully we will have applications by Oct. 14th. We may look at modifying the hours if necessary to fill this position.
- We have discussed interesting ideas : the creation of a Library of Things, a Book Vending Machine, a table at next summer's Farmers Market . There is interest in these ideas and they will be discussed in the future.
- People have been asking about another pre-licensing course. The one this summer was extremely popular and filled up immediately. Heather will see if she can find grants to cover this.

**F. Board Reports:**

- 1. Committee Reports:** none
- 2. Old Business:** none

**G. Report of the Town:** Jeremy Madden is having someone look over the licensing agreement so there has been no resolutions yet.

**H. Report of the Friends:** We welcome Barb to the meeting.

- The Friends will provide candy for Halloween .
- Barb was also able to provide a list of people who would like to volunteer for the Friends and may be interested in helping on committees for the Library.
- There are several versions of the Donation Cards for the Friends and it would be best if only the most recent were in use. Heather will check to see what we have.
- Heather will check to see if she can find the original mission statement for the Friends.

**I. Public Comment Period:** None

**J. Next Meeting Date:** October 23, 2025 at 11:00am

**K. Adjournment:** Meeting adjourned at 12:07