

**Black Watch Memorial Library
Board of Trustees
May 25, 2023**

Meeting was called to order at 11:30 am.

Members Present: Susan Gravelle, Steve Boyce, Cheryl O'Connor, Virginia LaPointe, Linda Cunningham

Others Present: Heather Johns, Library Manager; Ann Westervelt, Friends of Library
Joyce Cooper, Town Representative.

Review of Minutes: Cheryl O'Connor moved that the minutes be accepted.
Susan Gravelle seconded; All were in favor.

Report of the Director:

- Heather has been planning the offerings for the Summer Program but has been told that a volunteer who wants to present a children's program this summer must have a certificate of insurance. This opens the question of the future of children's programs if volunteers must have a certificate of insurance. At present, the scheduling for the summer is on hold until the issue can be clarified.
- The library has had several patrons complaining about the cleanliness of the library.
- The CEF Library System is sponsoring a "Library Crawl" on June 3rd. Patrons can pick up a passport and visit libraries in the North Country. Those who get at least three library stamps will be entered in a drawing.
- The library will be closed on Tues. May 30 for the Memorial Day holiday.
- The patron traffic study statistics show that few patrons use the library on Tuesday evenings. We will continue to monitor this through the summer and possibly consider a different use of the library hours in the future.
- The circulation statistics show that our usage is almost back to the numbers from 2019.
- The library has received grants from Stewarts and the Cultural Arts Initiative to be used for the Summer Program. These are on hold now.
- There is a question about what happens to the library's grant money from the State (The Local Library Supplement Aid). This money is electronically transferred to the Town but does not show as supplemental to the library's budget. This is also true for the money that Putnam contributes for their resident's use of the library.
- The library still does not have a new copier. The Friends of the Library have offered to lease the copier, but we need clarification on Friends' ownership of equipment in a town-owned building.

Report of the Town: Joyce has been keeping an eye on the external appearance of the plantings in front.

Report of the Friends: The Friends are still up in the air regarding the copier issue.

Report of the President:

- Steve mentioned his concern over the current size of our Library Board. We have had several meetings recently where we were unable to meet the quorum. Steve recommends expanding the size of our Board by two members. Suggestions for new members will be discussed at the June meeting.
- Steve has recommended that we apply for DRI grant funding. The applications are being accepted June 1 – July 30th. Board members are asked to visit www.ticonderogadri.com to familiarize themselves with the application process.
- Steve will reach out to the Town regarding the demolition of the back building.

Meeting was called adjourned at 1:15 pm.

