

Minutes of the  
**Ray Township Public Library**  
Board Meeting  
December 16th, 2024  
Held at the Ray Township Public Library

The Ray Township Public Library Vice-Chairperson Wayne Conner called the meeting to order at the Ray Township Public Library.

**PRESENT:**  
**Jim Jerse, Treasurer**  
**Mary Barnes, Trustee**  
**Marla Stabile, Member**  
**Christy DeMeulenaere, Director**  
**Barbara Rollins, Trustee**  
**Wayne Conner, Vice-Chairperson**

**ABSENT WITH NOTICE:** **Tammy Boettcher, Member**

**ALSO PRESENT:** **N/A**

DeMeulenaere stated that Under New Business add D, Opening Late on Martin Luther King Day, and Employee Inservice.

**MOTION by Barnes supported by Jerse to amend the agenda to add opening late on Martin Luther King Day under New Business**

**AYES:** **ALL**  
**NAYES:** **NONE**  
**ABSENT:** **Tammy Boettcher, Member**  
**MOTION:** **Carried.**

**APPROVAL OF AGENDA**

The Agenda was approved as amended

**APPROVAL OF THE NOVEMBER 2024 MINUTES**

The minutes were approved as distributed.

**TREASURER'S REPORT**

Jerse reviewed the Bills List with the Board. DeMeulenaere explained the new process of the credit card review for the bills list.

**APPROVAL OF THE DECEMBER 16th, 2024 BILLS LIST**

**MOTION by Barnes supported by Rollins to approve the December 16th th, 2024 Bills List and cover letter as presented for \$8,208.95.**

**AYES:** **ALL**  
**NAYES:** **NONE**  
**ABSENT:** **Tammy Boettcher, Member**  
**MOTION:** **Carried.**

**BUDGET TO ACTUAL**

Jerse stated that all line items looked good. The Treasurer's Report will be filed for Audit.

**DIRECTOR'S REPORT**

DeMeulenaere reviewed the monthly report with the Board.

- Elf night - success had over 90 people walk through the Library
- Book Club now called Book on Thursday had 18 people in attendance for the last meeting
- Garden club starting back in January. Seed Library growing
- Libby group purchase of Romance ebook collection total 3900 our cost \$50 with 1084 titles
- Little Creatures in January
- Media Training with Thom Fladung of Hennes Communication paid for by the Library of Michigan \$600 seat
- The website is being updated
- Expanded kid's craft to two nights
- Animal Vet clinic up in the kid's room
- Book Bingo

**Friends of the Ray Township Library and Historical Society**

DeMeulenaere stated that the Silent Auction ended and the group made \$520.00 with proceeds going to the Proctor Cemetery.

**Committees**

Policies -Did not meet

Personnel: Did not meet

Budget -Did not meet

**UNFINISHED BUSINESS**

Upcoming laws changing for sick days

Tabled and will have a policy to present at the next meeting.

**NEW BUSINESS**

Election of New Officers

Rollins nominates Barnes for Treasurer

Barnes nominates Rollins for Secretary

Barnes nominates Jerse for Chairperson

Barnes nominates Conner for Vice-Chairperson

Jerse stated everyone votes to proceed with the positions as nominated

<b>AYES:</b>	<b>ALL</b>
<b>NAYES:</b>	<b>NONE</b>
<b>ABSENT:</b>	<b>Tammy Boettcher, Member</b>
<b>VOTE:</b>	<b>Carried.</b>

2025 Library Board Meeting Dates

**MOTION by Jerse supported by Barnes to hold the 2025 Library Board Meetings on the third Monday of each Month.**

<b>AYES:</b>	<b>ALL</b>
<b>NAYES:</b>	<b>NONE</b>
<b>ABSENT:</b>	<b>Tammy Boettcher, Member</b>
<b>MOTION:</b>	<b>Carried.</b>

Sub Committee Assignments

Personnel - Mary Barnes & Barbara Rollins

Policies - Jim Jerse & Tammy Boettcher

Budget - Jim Jerse, Wayne Conner, & Mary Barnes

Closing early on Martin Luther King Day

DeMeulenaere stated that she would like to hold an inservice for the staff the morning of January 20th and would like to open the Library at 3:00 pm

**MOTION by Jerse supported by Barnes to approve the late opening of the Library on January 20th, 2025 to open at 3:00pm.**

<b>AYES:</b>	<b>ALL</b>
<b>NAYES:</b>	<b>NONE</b>
<b>ABSENT:</b>	<b>Tammy Boettcher, Member</b>
<b>MOTION:</b>	<b>Carried.</b>

**Items for January**

N/A

**PUBLIC COMMENTS/CORRESPONDENCE:**

N/A

**ADJOURNMENT**

**No further business the meeting was adjourned.**

*Respectfully submitted by:*

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Christy DeMeulenaere, Director

Approved by:

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Barbara Rollins, Secretary

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Jim Jerse, Chairperson