

Minutes of the
Ray Township Public Library
Board Meeting
July 22nd, 2024
Held at the Ray Township Public Library

Ray Township Public Library Chairperson Theresa Goike called the meeting to order at 6:30 p.m. at the Ray Township Public Library.

PRESENT: Jim Jerse, Treasurer
Tammy Boettcher, Member
Marla Stabile, Member
Wayne Conner, Vice-Chairperson
Christy DeMeulenaere, Director
Theresa Goike, Chairperson

ABSENT WITH NOTICE: Wayne Conner, Vice-Chairperson
Elli Minert, Secretary

ALSO PRESENT: Eric Crump

DeMeulenaere stated that under New Business add B. Discussion of Trustee Fines.

APPROVAL OF AGENDA

The Agenda was approved as amended.

APPROVAL OF THE JUNE 17th, 2024 MINUTES

The minutes were approved as distributed.

TREASURER'S REPORT

Jerse stated that the Bills List totaled \$11,079.20 which included 2 pay periods, the bills list and the bank fee and interest.

DeMeulenaere stated that the Bills List will look different going forward, all of the credit card charges will be grouped together by account with a breakdown on a cover sheet.

APPROVAL OF THE JULY 15th, 2024 BILLS LIST

MOTION by Boettcher supported by Jerse to approve the July 15th, 2024 Bills List and cover letter as presented for a total of \$11,079.20.

AYES: ALL
NAYES: NONE
ABSENT: Wayne Conner, Vice-Chairperson
Elli Minert, Secretary
MOTION: Carried.

Jerse stated the Budget to Actual should be at a 25% run-it rate. Operating supplies are on the higher side due to the purchase of a computer.

BUDGET TO ACTUAL

The Treasurer's Report will be filed for Audit.

DIRECTOR'S REPORT

DeMeulenaere reviewed the monthly report with the Board.

- Purchased Creative Bug for the Library
- Summer Reading Program recap
- Reviewed the Reading Eggs program for the children who complete the Summer Reading Program
- The Library received 100 Early Literacy Bags from the Suburban Library Cooperative

Friends of the Ray Township Library and Historical Society

Goike stated that the group raised over \$2,000.00 with the Silent Auction and proceeds will go towards the Proctor Cemetery Restoration, Phase 3 part 2 of the project.

Committees

Policies - Did not meet

Personnel: Jerse is working on the Director review.

Budget -Will meet before the next meeting.

UNFINISHED BUSINESS

Audit Fiscal Year 2023-2024

MOTION by Jerse supported by Boettcher to Accept the 2023-2024 Fiscal Year Audit as presented.

AYES: ALL
NAYES: NONE
ABSENT: Wayne Conner, Vice-Chairperson
 Elli Minert, Secretary
MOTION: Carried.

NEW BUSINESS

Promotion of Paige Jones to Library Assistant

DeMeulenaere stated that she wanted to have a go-to person while she was out of town and assigned Paige Jones to a temporary Acting Library Assistant at \$16.00 per hour.

MOTION by Jerse supported by Boettcher to increase the pay rate of Paige Jones retroactively to \$16.00 on July 8th for accepting the Temporary Acting Library Assistant position.

AYES: ALL
NAYES: NONE
ABSENT: Wayne Conner, Vice-Chairperson
 Elli Minert, Secretary
MOTION: Carried.

Discussion about Trustee Fines

A discussion was held about fines that 1 trustee and 1 patron that is on the ballot for the Library Board was charged fines for not sending in the paperwork which they were directed not to send in. Discussion was had amongst the Board. Nothing can be done.

Items for August

PUBLIC COMMENTS/CORRESPONDENCE:

Eric Crump stated that it was his First time in the Library, does a great job working within such a small town.. Impressed with the financial records.

ADJOURNMENT

No further business the meeting was adjourned.

Respectfully submitted by:

Christy DeMeulenaere, Director

Approved by:

Elli Minert, Secretary

Theresa Goike, Chairperson