

Minutes of the
Ray Township Public Library
Special / Regular Board Meeting
March 17th, 2025
Held at the Ray Township Public Library

The Ray Township Public Library Chairperson Jim Jerse called the meeting to order at the Ray Township Public Library.

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

ABSENT WITH NOTICE: **N/A**

ALSO PRESENT: **N/A**

APPROVAL OF AGENDA
Approved as presented

PUBLIC MEETING FOR THE 2025-2026 BUDGET OPENED AT 6:32 PM
PUBLIC MEETING FOR THE 2025-2026 BUDGET CLOSED AT 6:33 PM

APPROVAL OF THE FEBRUARY 17TH, 2025 MINUTES
The minutes were approved as distributed.

APPROVAL OF THE MARCH 3RD, 2025 MINUTES
The minutes were approved as distributed.

TREASURER'S REPORT
Barnes stated that the Bills List consisted of invoices of \$4,089.65, Bank Interest of \$39.18, Bank Fee of \$.33, 2 payrolls of \$2,344.10, and \$2,332.21, transfers for the accident fund \$262.90, Library Postage \$39.06, Administrative Fee's \$300.00 for a total of \$9,407.43.

APPROVAL OF THE MARCH 17th, 2025 BILLS LIST
MOTION by Rollins supported by Conner to approve the March 17th, 2025 Bills List and cover letter as presented for \$9,407.43.

AYES: **ALL**
NAYES: **NONE**
ABSENT: **NONE**
MOTION: **Carried.**

BUDGET TO ACTUAL
Barnes stated that the budget to actual report looked in line through the end of the fiscal year.

The budget to Actual will be filed for Audit

DIRECTOR'S REPORT

DeMeulenaere reviewed the monthly report with the Board.

- Signed up for the MLA Webinar Service Animals in your Library \$25.00
- Earned sick pay set up in Onpay
- Scheduled Pay Increases
- Joann stores are closing all locations. Creativebug is through them, still waiting on what is going to happen to that
- Visit with the Delegates
- Kanopy launched
- All the Staff is CPR Certified
- Advocate for your Library For Trustee's and Directors

Friends of the Ray Township Library and Historical Society

DeMeulenaere stated

- 2025 Membership is now open
- April 25th Presentation (The library did request the Senior Center) Approved for the Township
- Calendars are now \$5.00

Committees

Policies - Did not meet

Personnel: Did not meet

Budget - Did not meet

UNFINISHED BUSINESS

Employee Wages

The Board reviewed the suggested Library Staff pay increases.

MOTION by Boettcher supported by Barnes to approve Christy DeMeulenaere Director's pay from \$24.00 p/hr to \$27.00 p/hr.

AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.

MOTION by Boettcher supported by Barnes to approve Stephanie Marberg Clerk's pay from \$13.00 p/hr to \$16.00 p/hr.

AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.

MOTION by Boettcher supported by Barnes to approve Marena Periano Clerk's pay from \$14.00 p/hr to \$16.00 p/hr.

AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.

MOTION by Boettcher supported by Stabile to approve Deena Vancamp Clerk's pay from \$13.00 p/hr to \$15.00 p/hr.

**AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.**

MOTION by Boettcher supported by Stabile to approve Patrice Bloom Clerk's pay from \$13.00 p/hr to \$15.00 p/hr.

**AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.**

MOTION by Boettcher supported by Conner to approve Renna Barnes Clerk's pay from \$13.00 p/hr to \$14.00 p/hr.

**AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.**

MOTION by Boettcher supported by Stabile to approve Makenzie Shaw Clerk's pay from \$13.00 p/hr to \$14.00 p/hr.

**AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.**

MOTION by Boettcher supported by Stabile to approve Olivia Sellars Clerk's pay from \$13.00 p/hr to \$14.00 p/hr.

**AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.**

MOTION by Boettcher supported by Stabile to approve Alisa Mazur Clerk's pay from \$13.00 p/hr to \$16.00 p/hr.

**AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.**

Director Reviewed:
Tabled

NEW BUSINESS
None

Items for April

State of the Library
Bylaw & Policy and Procedure Review Timeline

PUBLIC COMMENTS/CORRESPONDENCE:

Barnes stated that she met with Township Supervisor Crump as a resident and not as a representative from the Library.

ADJOURNMENT

No further business the meeting was adjourned.

Respectfully submitted by:

Christy DeMeulenaere, Director

Approved by:

Barbara Rollins, Secretary

Jim Jerse, Chairperson