

Minutes of the
Ray Township Public Library
Board Meeting
November 13th, 2024
Held at the Ray Township Public Library

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

PRESENT: **Jim Jerse, Treasurer**
 Tammy Boettcher, Member
 Marla Stabile, Member
 Christy DeMeulenaere, Director
 Elli Minert, Secretary
 Theresa Goike, Chairperson

ABSENT WITH NOTICE: **Wayne Conner, Vice-Chairperson**

ALSO PRESENT: **Mary Barnes, Barbara Rollins**

APPROVAL OF AGENDA

The Agenda was approved as presented

APPROVAL OF THE OCTOBER 21ST, 2024 MINUTES

The minutes were approved as distributed.

TREASURER'S REPORT

Jerse stated the bills list had an incorrect total for the Semco invoice which increased the bills list total to \$11,581.85. Overdrive and the automated services were a higher expense this month.

APPROVAL OF THE OCTOBER 14th, 2024 BILLS LIST

MOTION by Minert supported by Boettcher to approve the November 13th, 2024 Bills List and cover letter as presented for \$11,581.85.

AYES: **ALL**
NAYES: **NONE**
ABSENT: **Wayne Conner, Vice-Chairperson**
MOTION: **Carried.**

BUDGET TO ACTUAL

Jerses 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.

- Library staff had Cardiac Arrest Training with the American Heart Association and the Ray Township Fire and Rescue
- State Aid has been completed
- Elf night is prepped for including Toilet paper snowman, popsicle stick reindeer a hot cocoa bar, and painted holiday rocks
- SLC is planning on the SLC Passport to run with the Summer Reading Program 2024
- Library IQ has been purchased through the Cooperative for the shared libraries with additional training to come.
- The Garden Club now has a seed Library within the Library and the group will meet again in January.
- Book Club met at the Detroit Grille House with 23 in attendance

Friends of the Ray Township Library and Historical Society

Goike stated the group has 3 local crafters displayed with 20% donated to the group. The Silent Auction will be set up on Monday through December 11th. Calendars are available for purchase.

Committees

Policies -Jerse stated the Job Descriptions remain the same except for increasing the Pay Ranges.

APPROVAL OF INCREASING PAY RANGE

MOTION by Jerse supported by Minert to amend an increase in the Library Clerk pay range from \$12.00-\$14.00 to \$13.00-\$15.00 per hour

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

APPROVAL OF INCREASING PAY RANGE

MOTION by Jerse supported by Minert to amend an increase in the Library Assistant pay range from \$14.00-\$18.00 to \$16.00-\$20.00 per hour

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

APPROVAL OF INCREASING PAY RANGE

MOTION by Jerse supported by Minert to amend an increase in the Library Director pay range from \$16.00-\$23.00 to \$17.00-\$25.00 per hour

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

APPROVAL OF CARDIAC EMERGENCY RESPONSE PLAN

MOTION by Jerse supported by Minert to approve the Cardiac Emergency Response Plan and post-event review as presented.

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

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

Raise for Marena Peraino

Demeulenaere requested a pay raise for Marena Peraino from \$13.00 to \$14.00.

APPROVAL FOR PAY RAISE FOR MARENA PERAINO

MOTION by Jerse supported by Boettcher to increase Marena Peraino's pay rate from \$13.00 to \$14.00 per hour effective November 25th, 2024.

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

Items for December

Swearing in off Board Members, 2025 Board Meeting Dates and election of officers and committees.

PUBLIC COMMENTS/CORRESPONDENCE:

ADJOURNMENT

No further business the meeting was adjourned.

Respectfully submitted by:

Christy DeMeulenaere, Director

Approved by:

Elli Minert, Secretary

Theresa Goike, Chairperson