

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:*

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Christy DeMeulenaere, Director

Approved by:

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Elli Minert, Secretary

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Theresa Goike, Chairperson