

Minutes of the  
**Ray Township Public Library**  
Board Meeting  
October 21st, 2024  
Held at the Ray Township Public Library

Ray Township Public Library Chairperson called the meeting to order at 6:36 p.m. 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**

Jerse requested that Public Comment/Correspondence be moved under New Business after Approval of the Agenda

**ALSO PRESENT:** **Alayna Marecki**

**APPROVAL OF AGENDA**

The Agenda was approved as amended

**PUBLIC COMMENTS/CORRESPONDENCE:**

Alayna Marecki, who is part of the Armada Schools Yearbook Crew, approached the Library Board about advertising in the Armada Yearbook. Marecki provided the board with pricing and options. Goike stated that this would go under New Business and be discussed at the end of the Meeting. Marecki asked if within two weeks she could be notified about what the board decided on.

**APPROVAL OF THE SEPTEMBER 16TH, 2024 MINUTES**

The minutes were approved as distributed.

**TREASURER'S REPORT**

Jerse stated that the bills list totaled \$9,695.49, which is in line with the rate. The rent was included on the coverage sheet.

**APPROVAL OF THE OCTOBER 14th, 2024 BILLS LIST**

**MOTION** by Minert supported by Boettcher to approve the October 14th, 2024 Bills List and cover letter as presented for \$9,695.49.

**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.

- DeMeulenaere recapped the Trustee Inservice
- The Print Collection has been weeded

- The AHA Training for Cardiac Arrest has been rescheduled for November 1st, 11 am and 5pm
- The Fire Extinguishers will be serviced next week they are currently expired
- DeMeulenaere provided statistics to the Board including 108 programs that were held in the last fiscal year.

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

Goike stated the calendars are now on sale and proceeds will go towards Proctor Cemetery. This year's theme was Hidden Treasures. The next meeting will be held on November 21st at 6 pm.

**Committees**

Policies - Did not meet

Personnel: Did not meet

Budget -Did not meet

**UNFINISHED BUSINESS**

Upcoming laws changing for sick days

DeMeulenaere stated that Onpay can be set up for sick pay.

DeMeulenaere also received responses from SLC Directors with their policies for part-time staff sick pay allowance.

**NEW BUSINESS**

2025 Holiday Closings

The Board reviewed the 2025 closed dates for the Library.

**APPROVAL OF THE 2025 HOLIDAY HOURS**

**MOTION by Minert supported by Boettcher to approve the 2025 Holiday Hours**

|                |                                       |
|----------------|---------------------------------------|
| <b>AYES:</b>   | <b>ALL</b>                            |
| <b>NAYES:</b>  | <b>NONE</b>                           |
| <b>ABSENT:</b> | <b>Wayne Conner, Vice-Chairperson</b> |
| <b>MOTION:</b> | <b>Carried.</b>                       |

Armada Schools Advertisement for their Yearbook

conversation was had amongst the board. The Library Board did not feel comfortable using taxpayer's dollars for advertising. The Library currently does not have a policy in place regarding advertising. The Board decided not to advertise right now. DeMeulenaere will look into what is acceptable and a policy will be created. DeMeulenaere will touch base with Marecki and inform her of their decision.

**Items for November**

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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Elli Minert, Secretary

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Theresa Goike, Chairperson