

Minutes of the
Ray Township Public Library
Board Meeting
December 19th, 2022

Ray Township Public Library Board Chairperson Theresa Goike called the meeting to order at 6:32 pm at the Ray Township Public Library.

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

ABSENT: N/A

ALSO PRESENT: Lori Lacoë
Douglas Stier
Tammy Boettcher

DeMeulenaere stated that under New Business add C. Additional Closing Dates.

APPROVAL OF AGENDA

MOTION by Conner supported by Jerse to approve the agenda as amended.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

APPROVAL OF THE NOVEMBER 21st, 2022 MINUTES

MOTION by Conner supported by Jerse to approve the November 21st, 2022 Minutes as presented.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

Goike stated that there are 2 open Board positions. Elli Minert emailed that is interested in the position. Tammy Boettcher stated that she is also interested in one of the positions.

A discussion was had amongst the current board members and Tammy Boettcher. Boettcher stated that she moved into the Township 7 years ago and loves reading. Boettcher would like to be more involved in the community. Boettcher attends the Adult craft night and Book club and thinks it is a great community.

APPOINTMENT OF LIBRARY TRUSTEE

MOTION by Conner supported by Jerse to appoint Tammy Boettcher to the Ray Township Public Library Board Trustee position effective immediately through November of 2024.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

APPOINTMENT OF LIBRARY TRUSTEE

MOTION by Conner supported by Jerse to appoint Elli Minert to the Ray Township Public Library Board Trustee position effective immediately through November of 2024.

Ray Township Clerk, Lori Lascoe swore in Tammy Boettcher to the Ray Township Public Library Board.

Goike stated that it was time for the current election of the Board Officers. The 4 positions include Chairperson, Vice Chairperson, Secretary, and Treasurer.

Conner nominated Theresa Goike for the position of Chairperson, and Jerse seconded the motion.

APPOINTMENT OF LIBRARY CHAIRPERSON

MOTION by Conner supported by Jerse to appoint Theresa Goike as Chairperson of the Board.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

APPOINTMENT OF LIBRARY VICE CHAIRPERSON

MOTION by Jerse supported by Boettcher to appoint Wayne Conner as Vice Chairperson of the Board.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

APPOINTMENT OF LIBRARY TREASURER

MOTION by Conner supported by Boettcher to appoint Jime Jerse as treasurer of the Board.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

APPOINTMENT OF LIBRARY SECRETARY

MOTION by Conner supported by Jerse to table appointment of Library Secretary until the January 2023 board meeting.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

STANDING COMMITTEES

Goike stated that the Library has 3 standing committees which include the Budget, Personnel and Policies Committees.

Goike asked the Board if anyone was interested in being on the Policy Committee. Jim Jerse and Tammy Boettcher volunteered to be on the Policy Committee.

Goike appointed Jerse and Boettcher to the Policy Committee.

Jerse volunteered to be on the Personal Committee.

Goike appointed Jerse to the Personal Committee.

Jerse and Conner volunteered to be on the Budget Committee.

Goike appointed Jerse and Conner to the Budget Committee.

Jerse reviewed the Bills List. Under General Administration which includes utilities, payroll, and miscellaneous totaled \$389.39. Under the Library Department which includes programs, audiovisual and operating supplies totaled \$2,308.61 and there were also 2 pay periods that totaled \$4,696 with a grand total of \$7,394.58.

APPROVAL OF THE DECEMBER 19th, 2022 BILLS LIST

MOTION by Conner supported by Jerse to approve the December 19th, 2022 Bills List as presented for a total of \$7,394.58.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

BUDGET TO ACTUAL REPORT

Jerse stated revenue for the month totaled \$118.53. Total expenses for the month totaled \$8,741.26. Which included Onpay, operating expenses, and programs.

MOTION by Conner supported by Jerse to receive and file the budget to the actual report.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

Director

- DeMeulenaere reviewed the new monthly report with the Board which has been updated from the prior month.
 - ❖ Savvy Seniors has been well attended. 61 people attended the classes.
 - ❖ The Library held Elf Night the same night as the Township Tree Lighting. Over 50 people walked through. The kids enjoyed a hot cocoa bar, DIY ornaments, coloring sheets and more.
 - ❖ Adult craft attendance has been high. Looking at making the craft night 2 nights instead of 1 to accommodate high attendance numbers
 - ❖ New program ideas include, cutting the cord (how to use technology and what it can replace) and a self-defense class.

Friends of the Ray Township Library and Historical Society

Goike stated the group held the Silent Auction which included 3 quilts that were donated by a resident, Vicky Heine. Proceeds from the Silent Auction will be going towards phase III of Proctor Cemetery, Calendars are for sale and the Society shared images that may potentially be used in a book that is being written about growing up within the area

Committees

Policies - N/A

Personnel: N/A

Budget -N/A

UNFINISHED BUSINESS

N/A

NEW BUSINESS

Mary Barnes milage for Farm Bureau Conference

Mary Barnes has the opportunity to attend the Farm Bureau 2023 Conference that will be paid in full for her. Many of the sessions also apply to the Library. DeMeulenaere asked the Board if the Library could pay Barnes milage to attend the conference.

MOTION by Conner supported by Jerse to approve paying Barnes mileage to the Farm Bureau Conference in Traverse City in January 2023 up to \$350.00.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

2023 Library Board Meeting Dates

DeMeulenaere provided the proposed 2023 Ray Township Public Library Board Meeting Dates which would be held on the 3rd Monday of each month at 6:30 pm.

MOTION by Conner supported by Jerse to approve the 2023 Ray Township Public Library Board Meeting dates.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

2022/2023 Additional Closing Dates

DeMeulenaere asked the Board for additional closing dates which include Monday, December 26th, 2022 and to be closed on Monday, January 2nd, 2023.

MOTION by Jerse supported by Conner to approve the 2022/2023 additional closing dates of Monday, December 26th, 2022, and Monday, January 2nd, 2023.

AYES: ALL
NAYES: NONE
ABSENT: N/A
MOTION: Carried.

ITEMS FOR JANUARY

- Review By-Laws
- Review of MI Minimum Wage requirement and paid sick leave

PUBLIC COMMENTS/CORRESPONDENCE:

Douglas Stier informed the Library that the Township will be holding Alice Training on Tuesday, January 17th, 2023 at 12:00 pm. In the case of the Library Patrons hearing gunfire or seeing police outside of the building, do not be alarmed.

ADJOURNMENT

MOTION by Conner supported by Jerse to adjourn the meeting at 7:24 pm

Roll Call

AYES: ALL
NAYES: None
ABSENT: N/A
MOTION: Carried.

Respectfully submitted by:

Christy DeMeulenaere, Director

Approved by:

Jim Jerse, Vice-Chairperson

Theresa Goike, Chairperson