



*Ray Township Public Library Minutes 01/18/2021*

**BUDGET TO ACTUAL REPORT**

Goike reviewed the budget to actual. Goike stated the Library received \$9,782.54 in Tax Revenue. Total revenue for the month was \$9,838.36. Total expenditures for the month included wages, Computer Tech Expenses and utilities for a total of \$6,331.50.

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

**AYES: ALL**  
**NAYES: NONE**  
**ABSENT: Wayne Conner, Member; Heather Phipps, Treasurer**  
**MOTION: Carried.**

**Director**

DeMeulenaere reviewed the monthly report with the Board. DeMeulenaere stated that State Aid has been filed, the YA Books have all been relabeled, a new Instagram account has been set up for the Library and the Library had a nice article in the Record for receiving the grant for Libraries Transforming Communities. DeMeulenaere stated that within the next month, Library Staff evaluations and The State of the Library will be worked on. Conversation was also had about the Pest Control Company and Contract. New Haven Schools have been entered into the system for the Virtual Library Card program which increased the patron count to 1419.

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

Goike stated the group had a conference call about the Historical Society being added to the Library sign. Conversation amongst the Board of different suggestions on how the sign could possibly change. The Board suggested Historical Society Archives.

Wayne Conner joined the meeting at 7:10pm

**Committees**

Policies - Nothing to report

Personnel: Will need to meet.

Budget - Will need to meet.

**UNFINISHED BUSINESS**

Covid-19 and the Library

DeMeulenaere stated that patrons are appreciative that we are open to the public and that we are still offering computer usage and capacity is still limited .

**NEW BUSINESS**

Electing Board Officers

**MOTION by Jerse supported Conner to nominate Theresa Goike as Chairperson.**

**AYES: ALL**  
**NAYES: NONE**  
**ABSENT: Heather Phipps, Treasurer**  
**MOTION: Carried.**

**MOTION by Minert supported by Conner to nominate Jim Jerse as Vice Chairperson.**

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**AYES:** ALL  
**NAYES:** NONE  
**ABSENT:** Heather Phipps, Treasurer  
**MOTION:** Carried.

**MOTION by Jerse supported Conner to nominate Elli Minert as Secretary.**

**AYES:** ALL  
**NAYES:** NONE  
**ABSENT:** Heather Phipps, Treasurer  
**MOTION:** Carried.

**MOTION by Jerse supported Conner to nominate Heather Phipps as Treasurer.**

**AYES:** ALL  
**NAYES:** NONE  
**ABSENT:** Heather Phipps, Treasurer  
**MOTION:** Carried.

New EIN Number & Meeting with the Township

Conversation was had amongst the Board about obtaining a separate EIN Number from the Township. Any questions the Library Board has for the Township should be directed to Goike by February 12th, 2021. A committee meeting will be set up with the Township.

**ITEMS FOR FEBRUARY**

Draft of new Fiscal Budget from Finance Committee  
Public Hearing on Library Budget for March  
Annual Performance review of Director

**PUBLIC COMMENTS/CORRESPONDENCE:**

None

**ADJOURNMENT**

**MOTION by Conner supported by Jerse to adjourn the meeting at 7:35pm**

**AYES:** ALL  
**NAYES:** NONE  
**ABSENT:** Heather Phipps, Treasurer  
**MOTION:** Carried.

*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