

Approved Minutes of the
Ray Township Public Library
Special Board Meeting
June 1st, 2022

Ray Township Public Library Board Chairperson Theresa Goike called the meeting to order at 6:34 pm at the Ray Township Public Library.

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

ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary

ALSO PRESENT: N/A

APPROVAL OF AGENDA

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

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

APPROVAL OF THE APRIL 18TH, 2022 BOARD MEETING MINUTES

MOTION by Conner supported by Jerse to approve the April 18th, 2022 Board Meeting minutes as presented.

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

REPORTS

Goike stated that the bills are through May 12th, 2022. Goike stated that the Tech Expense should be moved to operating supplies for the purchase of the patron computer. General Administration totaled \$2,599.76, including utilities, State Aid to Cooperative, OnPay, and other items. Library expenses also included programs, books, audiobooks, and DVDs for a total of \$1,939.24. Payroll totaled \$4,569.37. Goike stated that the Library received an invoice for the prior fiscal year from Ray Township which included payment for Bob Prior's wages for snow removal totaling \$167.59.

APPROVAL OF THE MAY 12TH, 2022 BILLS LIST

MOTION by Conner supported by Jerse to approve the May 12th, 2022 Bills List as amended for \$9,275.96 to include the additional invoice for Ray Township.

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

BUDGET TO ACTUAL REPORT

Goike stated that revenue was driven by State Aid and grants with a total of \$2,456.61. Expenditures and wages totaled \$11,453.03. The Budget Committee should meet within the next month..

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

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

Director

DeMeulenaere provided the board with 2 monthly Library reports to review
DeMeulenaere stated Barnes received a \$2,000.00 LSTA grant for the Summer Reading Program.
DeMeulenaere stated that she completed the Libraries Financial Management Certification Program through the University of Georgia funded by the Library of Michigan.
DeMeulenaere stated Barnes applied for another grant for Senior Technology.
DeMeulenaere also informed the Board that nonfiction is now categorized by category instead of the Dewey Decimal System in the kid's room.

Friends of the Ray Township Library and Historical Society

Goike stated the group is meeting on Monday, June 6th at 6:30 pm for the quarterly meeting.

Committees

Policies - N/A

Personnel: N/A

Budget -N/A.

UNFINISHED BUSINESS

Annual performance review of Director -

Jerse printed out a copy for Stabile for review. Goike emailed Jerse amendments to be reviewed.

MOTION by Conner supported by Jerse to approve the bi-annual Director Performance Review as amended.

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

NEW BUSINESS

Purchase of new printer

DeMeulenaere approached the Board regarding the new printer that the Library would like to purchase.

MOTION by Conner supported by Jerse to approve DeMeulenaere to purchase a new printer for the Library up to \$1,200.00

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

New hire clerk, Paije Jones

DeMeulenaere informed the Board that a new clerk was hired, Paije Jones at \$11.00 p/hr

MOTION by Conner supported by Jerse to approve the pay rate of \$11.00/hr for Paije Jones, the new Library Clerk.

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

ITEMS FOR JUNE

N/A

PUBLIC COMMENTS/CORRESPONDENCE: N/A

ADJOURNMENT

MOTION by Conner supported by Jerse to adjourn the meeting at 7:15 pm

AYES: ALL
NAYES: NONE
ABSENT: Heather Phipps, Treasurer
Elli Minert, Secretary
MOTION: Carried.

Respectfully submitted by:

Christy DeMeulenaere, Director

Approved by:

Elli Minert, Secretary

Theresa Goike, Chairperson