

Minutes of the
Ray Township Public Library
Board Meeting
November 20th, 2023

Ray Township Public Library Theresa Goike called the meeting to order at 6:30 p.m. at the Ray Township Public Library.

PRESENT: Wayne Conner, Vice-Chairperson
Jim Jerse, Treasurer
Christy DeMeulenaere, Director
Elli Minert, Secretary
Tammy Boettcher, Member
Theresa Goike, Chairperson

ABSENT WITH NOTICE: Marla Stabile, Member

ALSO PRESENT: Monica Vandenberghe
Valerie Allemon-Rami
Mary Barnes

APPROVAL OF AGENDA

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

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried.

APPROVAL OF THE OCTOBER 16th, 2023 MINUTES

MOTION by Conner supported by Jerse to approve the October 16th Minutes as presented.

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried.

TREASURER'S REPORT

Jerse stated the bills list cover included the bills list for a total of \$3,170.00, bank interest of \$37.20, Bank Fee of .14, Onpay payroll fee of \$88.00, and 2 pay periods with a grand total of \$6,305.81.

APPROVAL OF THE NOVEMBER 20th, 2023 BILLS LIST

MOTION by Conner supported by Jerse to approve the November 20th, 2023 Bills List and cover letter as presented for a total of \$6,305.81

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried.

BUDGET TO ACTUAL REPORT

The report that was emailed to the Board dated 10/31/2023 did not have the amended budget numbers. The report that was dated 11/30/2023 had the correct budget but not the correct activity for the month. Jerse stated that revenues for the month totaled \$132.05. Expenditures totaled \$9,851.54. Computer expenses was the only expense on the high side with a total of \$3,516. Overall the report looked in line.

RECEIVE AND FILE OF BUDGET TO THE ACTUAL REPORT

MOTION by Conner supported by Jerse to receive and file the Budget to Actual Report

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried.

DIRECTOR'S REPORT

DeMeulenaere stated that the staff has been using a demo of Hoopla. New patrons to the area have asked if the Library would purchase Hoopla. Hoopla is provided by each individual Library, not as a group purchase. Hoopla has a circulation on demand and the cost is per circ. Hoopla provided the Board with a First Year Impact Projection. @.16 or less is the average cost of each circ. DeMeulenaere would like to try Hoopla through the end of the fiscal year. DeMeulenaere estimated the cost to be \$960. Hoopla would be in addition to Libby. DeMeulenaere showed the Board a demo of the app. DeMeulenaere stated you can put a cap on how many checkouts a patron can use. This would be for Ray Township residents only.

APPROVAL OF HOOPLA

MOTION by Conner supported by Jerse to approve Hoopla for 5 checkouts per person for a trial of 4 months.

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried.

DeMeulenaere stated that 2 iPads have been converted into Kindles with preloaded books for patrons to check out.

DeMeulenaere reviewed the monthly stats form with the board. Toddler time was held down at the Wolcott Farm which works out well for space. Barnes stated that including adults 77 people were in attendance.

Friends of the Ray Township Library and Historical Society

Goike stated the group did meet. Goike stated that an 1895 carriage was donated to the group from the Wanglin Farm and now is on display in the Library. The group is holding a Silent Auction in the Library until Elf Night. The 2024 Calendars are out for sale. The group is still working on Proctor Cemetery Restoration.

Committees

Policies - Did not meet

Personnel: Jerse is working on the Director review.

Budget - Did not meet. Will meet prior to the Dec Meeting

UNFINISHED BUSINESS

None

NEW BUSINESS

Septic tank servicing invoice from Ray Township

Goike stated that Township Supervisor Jarzyna has asked if the Library would pay a third of the bill for the septic tank service. The total bill was slightly over \$300.00.

MOTION By Conner supported by Jerse to pay a third of the septic tank bill.

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried.

2024 Closing dates for SLC

DeMeulenaere stated that SLC is requesting 2024 Library closing dates to enter into the new Polaris Operating System.

MOTION By Conner supported by Jerse to approve the 2024 Library Closing Dates as presented

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried.

Items for December

Library Board Meeting dates for 2024

PUBLIC COMMENTS/CORRESPONDENCE:

Monica Vandenberghe commented on the book, This Little Rainbow: a love-is-love Primer. She felt the book was not appropriate for young children. Vandenberghe filled out a request for reconsideration for the Director to review. Goike stated that the Library has a policy in place for a review of any book. DeMeulenaere stated she followed the procedure and replied to Vandenberghe with the decision to leave the board book on the shelf in the children's room. Valerie Allemon-Rami also provided comments and requested the book be moved out of the children's room.

The Board agreed with Director DeMeulenaere's decision.

ADJOURNMENT

MOTION by Conner supported by Jerse to adjourn the meeting at 7:44 pm

AYES: ALL
NAYES: NONE
ABSENT: Marla Stabile, Member
MOTION: Carried

Respectfully submitted by:

Christy DeMeulenaere, Director

Elli Minert, Secretary

Theresa Goike, Chairperson

Approved by: