

Minutes of the
Ray Township Public Library
Regular Board Meeting
October 18th, 2021

Ray Township Public Library Board Chairperson Theresa Goike called the meeting to order at 6:35 pm.

PRESENT: **Jim Jerse, Vice-Chairperson** **Heather Phipps, Treasurer**
 Marla Stabile, Member **Elli Minert, Secretary**
 Theresa Goike, Chairperson

ABSENT: **Wayne Conner, Member**

ALSO PRESENT: **N/A**

APPROVAL OF AGENDA

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

AYES: **ALL**
NAYES: **NONE**
ABSENT: **Wayne Conner, Member**
MOTION: **Carried.**

APPROVAL OF THE SEPTEMBER 20th, 2021 BOARD MEETING MINUTES

MOTION by Jerse supported by Phipps to approve the September 20th, 2021 Board Meeting minutes as presented.

AYES: **ALL**
NAYES: **NONE**
ABSENT: **Wayne Conner, Member**
MOTION: **Carried.**

REPORTS

Phipps reviewed the bills list stating the total is \$4,619.41 driving from payroll, adult craft, videos, utilities, and a new scanner.

APPROVAL OF THE OCTOBER 18TH, 2021 BILLS LIST

MOTION by Jerse supported by Phipps to approve the October 19th, 2021 Bills List for \$4,619.41 as presented.

AYES: **ALL**
NAYES: **NONE**
ABSENT: **Wayne Conner, Member**
MOTION: **Carried.**

Member Wayne Conner arrived at 6:37 pm.

BUDGET TO ACTUAL REPORT

Phipps stated that the Library is at the midpoint for the budget year. Revenues for the month totaled \$57.60. Expenditures for the month totaled \$7,254.39. There are a couple of items that are over the 50% mark. The budget committee will be meeting before the November Meeting. Goike stated that there was a Revenue reimbursement for \$39.00 and it should be a credit to miscellaneous.

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

AYES: ALL
NAYES: NONE
ABSENT: NONE
MOTION: Carried.

Director

DeMeulenaere reviewed the monthly report with the Board, DeMeulenaere also stated that Mary Barnes has reserved two NASA at my Library kits through the Library of Michigan, the Library was also approved by the Michigan Humanities Grants as a member of the Great Michigan Reads. The Library will be receiving a book club set with promotional materials for The Women of Copper Country Book Club set. New programs created by Mary Barnes called the Living Library will start next month. Barnes reached out to the community asking if anyone wanted to share a hobby or career that they would like to share in a program. Demeulenaere also stated that the Suburban Library Cooperative allocated additional funds to the Centralized Purchasing in the amount of \$700. Those funds will be used for a new scanner, DVDs, and a possible matching fund for a grant. The WIFI speed has also been upgraded for the Library.

Friends of the Ray Township Library and Historical Society

Goike stated the group had their calendar launch at Youngblood's Vineyard. 15 calendars sold that day. Calendars are distributed throughout the Township, Washington Township, and Romeo Historical Societies. Funds received from the calendar sales will go towards the Proctor Cemetery Restoration project. The next meeting will be on November 18th at the Library.

Committees

Policies - Nothing to report

Personnel: Nothing to report

Budget - Nothing to report

UNFINISHED BUSINESS

New EIN Number & Meeting with the Township

DeMeulenaere stated that Lori Lascoe, Township Clerk, emailed her requesting the Library Lawyer's contact information, which was provided. DeMeulenaere also stated that the minutes were requested from the joint board meeting to review with the Library Board at the Library Board meeting and they were not completed as of October 18th. Goike reviewed the notes she had taken at the Special joint meeting with the Board as Jim Jerse was absent from the meeting. Tabled

DeMeulenaere stated that she received a bill from a PNC credit card that should have been closed from an auto-renewal charge. DeMeulenaere will follow up with PNC. Administrator Fee's will also wait until the next board meeting to be approved.

Annual performance review of Director

Tabled.

NEW BUSINESS

NONE

ITEMS FOR NOVEMBER

DeMeulenaere will collect information on payroll agencies to share with the Library Board.

PUBLIC COMMENTS/CORRESPONDENCE:

N/A

ADJOURNMENT

MOTION by Jerse supported by Conner to adjourn the meeting at 7:10 pm

AYES:	ALL
NAYES:	NONE
ABSENT:	NONE
MOTION:	Carried.

Respectfully submitted by:

Christy DeMeulenaere, Director

Approved by:

Elli Minert, Secretary

Theresa Goike, Chairperson