

Proposed Minutes of the  
**Ray Township Public Library**  
Board Meeting  
October 17th, 2022

Ray Township Public Library Board Chairperson Theresa Goike called the meeting to order at 6:33 pm at the Ray Township Public Library.

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

**ABSENT:**                    **Heather Phipps, Treasurer**  
                                     **Marla Stabile, Member**

**ALSO PRESENT:**        **Tammy Boettcher**

**APPROVAL OF AGENDA**

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

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

**APPROVAL OF THE SEPTEMBER 19th, 2022 MINUTES**

**MOTION by Conner supported by Jerse to approve the September 19th, 2022 Minutes as presented.**

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

Goike stated the bills list consisted of the ONpay payment, insurance, utilities, Admin Fee, operating supplies, programs, and books. Payroll totaled \$3,963.30 and other funds totaling \$4,405.67 with a total of \$8,368.97

**APPROVAL OF THE OCTOBER 13th, 2022 BILLS LIST**

**MOTION by Conner supported by Jerse to approve the October 13th, 2022 Bills List as presented for a total of \$8,368.97**

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

**BUDGET TO ACTUAL REPORT**

Goike stated revenue totaled \$2,544.64 which included book fines, sale of assets, and delinquent personal property taxes. Goike stated that the Grants and Dedicated Grants line items have been corrected. Expenditures totaled \$9,193.15 which included Mango fees, wages, and ebooks.

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

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

**Director**

DeMeulenaere there was no monthly report at the time due to database changes.

- DeMeulenaere asked the Board to provide any feedback for new programs and events
- Senior Technology classes will be starting in November
- DeMeulenaere reviewed Poloris with the board
- Barnes will have new programming for Leap Science through the Detroit Zoo program
- Ray 4H Group will be holding a Haunted House at the Library for Trunk to Treat

Board Trustee, Marla Stabile arrived at 6:48 pm.

- New hands-on activities will be available for patrons such as connect 4, coloring, and small crafts.
- The Library has a new mounted TV that runs a slideshow with upcoming events.

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

Goike stated the group is working on the calendar. The Group will be meeting on November 17th for their quarterly meeting at the Ray Township Public Meeting. The group will also be holding a small silent auction during the Holiday with funds going to phase 3 of the Proctor Cemetery.

**Committees**

Policies - N/A

Personnel: N/A

Budget -The group did meet and will be discussed under new business.

**UNFINISHED BUSINESS**

N/A

**NEW BUSINESS**

**New Clerks**

DeMeulenaere stated that she hired 2 new part-time clerks Alisa Mazur and Marena Perino at \$11.00 per hour

**MOTION by Conner supported by Jerse to approve \$11.00 per hour for new Library Clerk Marena Perino.**

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

**MOTION by Conner supported by Jerse to approve \$11.00 per hour for new Library Clerk Alisa Mazur..**

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

**Budget Amendments**

Goike stated the group met and made these suggested amendments

- Increasing Dedicated Grants to \$7,000 from \$4,000.00
- Increase State Aid To Library from \$3,250.00 to \$3,715.07
- Decrease Penal Fines from \$2,600.00 to \$2,409.00
- Increasing Wages from \$62,000.00 to \$62,500.00
- Increase State Aid to Cooperative from \$1,625.00 to \$1,860.00
- Increase Operating Supplies from \$8,000.00 to \$9,500.00
- Printing and Publishing from \$1,500.00 to \$2,500.00

**ADJOURNMENT**

**MOTION by Conner supported by Jerse to approve the suggested budget amendments.**

**Roll Call**

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

**ITEMS FOR NOVEMBER**

Goike stated that there are 2 open Board positions open. Those positions will take effect in December 2022. Anyone that is interested in the positions notifies the Library Board by November 15th.

**PUBLIC COMMENTS/CORRESPONDENCE:**

Goike stated that she composed a letter to Charles Bohm regarding the correspondence from the previous board meeting.

DeMeulenaere stated that the Library received correspondence that was dropped off in the Township Dropbox. The letter stated that the patron would like to see the Library stay open later than 7, possibly be open on Fridays and different hours on Saturdays. The current hours didn't work for the Patron. The correspondence was unsigned. DeMeulenaere will be conducting a survey about the Library hours.

**ADJOURNMENT**

**MOTION by Conner supported by Jerse to adjourn the meeting at 6:46 pm**

**Roll Call**

**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