

Minutes of the  
**Ray Township Public Library**  
Regular Board Meeting  
October 20th, 2025  
Held at the Ray Township Public Library

The Ray Township Public Library Chairperson, Jim Jerse, called the meeting to order at the Ray Township Public Library

**PRESENT:**                      **Jim Jerse, Chairperson**  
                                      **Marla Stabile, Member**  
                                      **Wayne Conner, Vice-Chairperson**  
                                      **Tammy Boettcher, Member**  
                                      **Mary Barnes, Treasurer**  
                                      **Paige Jones, Library Assistant**

**ABSENT WITH NOTICE:**    **Barbara Rollins, Secretary**  
   **Christy DeMeulenaere, Director**

**ALSO PRESENT:**                **N/A**

**APPROVAL OF AGENDA**  
**Approved as written**

**APPROVAL OF THE BOARD MEETING MINUTES SEPTEMBER 15th, 2025**  
**The minutes were approved as distributed.**

**TREASURER'S REPORT**

Barnes stated the bill's list consisted of

- Bills List                                      \$5,536.66
- Bank Interest                                \$42.06
- Bank Fee                                      \$.23
- Nickel and Saph Insurance               \$3986.00
- Admin Fees                                  \$300.00
- Payroll                                        \$3,298.01
- Payroll                                        \$3,424.66
- Total    \$16,587.62

Jerse stated the bills list is slightly higher this month.

**APPROVAL OF THE SEPTEMBER 15th, 2025 BILLS LIST**

**MOTION by Boettcher, supported by Conner, to approve the September 15th, 2025, Bills List and cover letter as presented for \$16,587.62.**

**AYES:**                              **ALL**  
**NAYES:**                          **NONE**  
**ABSENT:**                        **Barbara Rollins, Secretary**  
   **Christy DeMeulenaere, Director**  
**MOTION:**                        **Carried.**

### **BUDGET TO ACTUAL**

Barnes stated the library should currently be at 50%, and everything looks to be on track. Barnes stated that the Library is also over on State Aid to Cooperative. Insurance was higher than planned. Slightly over on electric. Audio Video is over budget; however, Centralized Purchasing will be used for the next couple of months. DeMeulenaere will follow up with the Board about the cost of insurance.

**The budget to Actual will be filed for Audit**

### **DIRECTOR'S REPORT**

Jones reviewed the monthly report with the Board.

There is a handout for each board member with Hoopla statistics for review

- DeMeulenaere is part of the committee for the new SLC Director
- DeMeulenaere was on the Michigan Directors Zoom meeting with Baker and Taylor, being a huge part of the conversation. Some Libraries are using Ingram or Bodart for ordering books. There was also a Zoom meeting with Amazon on how their Library ordering works and what the future looks like. As of now, we will be ordering from Amazon.
- New window displays are up, which include banned books and Indigenous people and books.
- Summer reading program dates have been set for 2026; we added a week.
- A new format for program handouts will explain what the programs are and what to expect
- With the Door to Door Mailer, we have definitely seen an increase with people stopping in with questions, signing up for Libby and Hoopla, and with featuring Mango in the past month, there have been 22 uses, with 14 total sessions.
- We have been discussing in place of the Audio Book Collection to start a Large print area. We have seen many requests for these lately.
- DeMeulenaere also reached out to Supervisor Crump, asking if a Google Nest could be installed and if the Township could communicate with us about recreation events, such as contact information, maybe a flyer, and or how people can register that way we can work together!

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

- The group cleaned the stones at Lee Cemetery
- Calendars are now for sale
- The Clink presentation was well attended and very interesting. It would be great to have him back again!

### **Committees**

Policies - Did not meet

Personnel: Did not meet

Budget - Did not meet

### **UNFINISHED BUSINESS**

Director Reviewed: - Tabled

Barnes stated that the review was sent out to the staff and will work on this in the future.

**NEW BUSINESS**

None

**ITEMS FOR OCTOBER**

N/A

**PUBLIC COMMENTS/CORRESPONDENCE:**

N/A

**ADJOURNMENT**

**No further business, the meeting was adjourned at 6:41pm.**

*Respectfully submitted by:*

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Christy DeMeulenaere, Director

Approved by:

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Barbara Rollins, Secretary

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Jim Jerse, Chairperson