

## **MINUTES OF THE LIBRARY BOARD**

### **April 26, 2017 Meeting**

Conference Room-West Allis Public Library  
7421 W National Avenue

Ms. Suelzer called the April 26, 2017 Library Board meeting to order at 7:00 p.m.

Present: Ms. Hart, Ms. Lerch, Mrs. Mikolajewski, Ms. Rymaszewski,  
Ms. Suelzer, Ms. Wadewitz

Excused: Ms. Bree Johns-Konkol, Superintendent Dr. Marty Lexmond,  
Aldersperson Marty Weigel

Staff present: Michael Koszalka, Library Director  
Lisa VandenBoom, Librarian IV

#### **Approval of Minutes**

Mrs. Rymaszewski moved to change the reporting of the Claims and Finance voucher total in the minutes to the whole total including items that are not part of the Library budget. Second by Mrs. Mikolajewski. Motion carried.

Ms. Wadewitz moved to approve the March 22, 2017 minutes with one change. Second by Mrs. Mikolajewski. The total of the claim numbers 5173 to 5209 was modified to read \$195,140.55.

#### **Statements by Citizens**

None.

#### **Correspondence**

A letter dated March 20, 2017 from the Greater Milwaukee Foundation to Michael Koszalka, Library Director, detailed the transfer of \$10,141.00 from the Terchak Endowment Fund to the Library as the quarterly grant.

A letter from Michael Koszalka to Mr. Bruce Engelking was included in tonight's packet. It outlined the Library Board's decision regarding the incident on March 22, 2017 and Mr. Engelking's appeal options.

A letter dated April 4, 2017 from Michael Koszalka to Mr. Alan Bradley-Jacobi and a letter from Michael Koszalka to Mr. Robert Laturi dated April 19, 2017 will be discussed under New Business, Item # 2.

### **Reports-Claims and Finance**

The Board reviewed the April Claims and Finance Report. Mrs. Mikolajewski moved to accept the report, including approval of claim numbers 5173 to 5237 in the amount of \$162,141.79. Second by Ms. Lerch. Motion carried.

### **New Business**

#### **1. MCFLS Update**

None.

#### **2. Recommendation from the Library Director to revoke the privileges of two library patrons**

The Board reviewed the incidents involving Mr. Alan Bradley-Jacobi as outlined in Mr.Koszalka's April 19<sup>th</sup>, 2017 letter. Ms. Wadewitz moved to accept the recommendation of the Library Director to revoke the privileges of Mr. Bradley-Jacobi. Second by Ms. Rymasewski. Motion carried.

The Board reviewed the incidents involving Mr. Robert Laturi as outlined in Mr.Koszalka's April 4<sup>th</sup>, 2017 letter. Mrs. Mikolajewski moved to accept the recommendation of the Library Director to revoke the privileges of Mr. Laturi. Second by Ms.Wadewitz. Motion carried.

#### **3. Library Collections Report Update**

The Board reviewed the Library Collections update. Ms. Lerch moved to continue the collections process. Second by Ms. Wadewitz. Motion carried.

#### **4. West Allis A La Carte**

Mrs. Mikolajewski requested volunteer help for the Library's table at West Allis A La Carte, taking place on June 4<sup>th</sup> from 12 pm to 6 pm.

#### **5. Trustee Essentials, Chapter 19-Library Director Certification**

The Board reviewed key elements in this chapter.

### **Director's Report**

Mr. Koszalka reported:

- On Wednesday, April 12<sup>th</sup> the City Administrator, Mayor, and the Communications department acknowledged National Library Week and Library employees with a snack buffet and raffle items.
- The Library will have the lighting in the building changed to LED lighting within the next several years. This will be done by Harwood engineering with funding provided by the Department of Public Works.

- On Thursday, April 29<sup>th</sup> Marquette University nursing students in partnership with the Health Department provided free blood pressure screenings to patrons and library staff.
- The number of patron Internet sessions increased significantly in March.
- On Tuesday, April 25<sup>th</sup> the Library had 51 patrons attend a program presented by the author of *Milwaukee Mafia*.
- The fire alarm was pulled on Monday, April 10<sup>th</sup> at 6:15 p.m. by teens leaving the building. Plastic alarm covers will be purchased to cover the fire alarms in the entryways to dissuade patrons from pulling the alarms.
- The Library is currently recruiting a part-time Circulation Services Representative and a Librarian Intern. Vanessa Schlais, the previous intern, left to pursue a Doctorate in Library Science at UW-Milwaukee.

**Adjournment**

There being no further business, Ms. Lerch moved to adjourn. Second by Ms Rymaszewski. Motion carried and the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Jody Rymaszewski,  
Secretary