

## **MINUTES OF THE LIBRARY BOARD**

### **October 25, 2017 Meeting**

Conference Room-West Allis Public Library  
7421 W National Avenue

Ms. Suelzer called the October 25, 2017 Library Board meeting to order at 7:00 p.m.

Present: Ms. Johns-Konkol, Ms. Hart, Mr. Hengel, Ms. Lerch,  
Ms. Rymaszewski, Ms. Suelzer, Ms. Wadewitz, Alderperson Marty Weigel

Staff Present: Michael Koszalka, Library Director  
Alyssa Nelson, Librarian Intern

Citizens Present: Kat Gould, UW-Milwaukee SLIS Student  
Caitlin McHugh, UW-Milwaukee SLIS Student  
Fred Mikolajewski  
Karen Mikolajewski

### **Approval of Minutes**

Ms. Wadewitz moved to table the approval of the minutes of the September 27, 2017 meeting until the next meeting. Second by Ms. Rymaszewski. Motion carried.

### **Statements by Citizens**

None.

### **Correspondence**

A letter from the greater Milwaukee Foundation to Michael Koszalka, Library Director, dated September 27<sup>th</sup>, 2017 was included in tonight's packet. It details a grant in the amount of \$10,858.00 from the Terchak Fund to the West Allis Public Library.

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

The Board reviewed the October Claims and Finance Report. Ms. Wadewitz moved to accept the report, including approval of claim numbers 5387 to 5409 in the amount of \$108,776.54. Second by Alderperson Weigel. Motion carried.

### **Old Business**

#### **1. 2018 Library Operating Budget**

The Common Council will hold a public hearing on the 2018 City budget on November 7th at 7:00 p.m. No revisions are expected.

#### **2. 2017-2018 Library Strategic Plan Update**

The 2017-2018 Library Strategic Plan was reviewed by the Board.

### **New Business**

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

MCFLS Director Bruce Gay has announced he is resigning his position to take the Director position at the Waukesha Public Library. Mr. Gay's last day as MCFLS Director will be November 27<sup>th</sup>.

The West Milwaukee cost per circulation calculation was included in tonight's packet and discussed by the Board.

#### **2. Resolution Honoring Mrs. Karen Mikolajewski**

Ms Suelzer moved to accept the resolution as written. Second by Ms. Wadewitz. Motion carried. Mrs. Mikolajewski thanked the Board.

#### **3. Request by Banned Patron for Reinstatement of Library Privileges**

The request by Kenneth Stanton to reinstate his library privileges was reviewed by the Board. Ms. Johns-Konkol moved to open the discussion. Second by Alderperson Weigel. Discussion ensued. After careful consideration the Board voted unanimously to retain the loss of Library privileges for Mr. Stanton. He may reapply in another year. Mr. Koszalka will contact Mr. Stanton.

#### **4. 2018 Holidays and Closings**

Ms. Lerch moved to accept the list of 2018 Holidays and Closings. Second by Ms. Wadewitz. Motion carried.

#### **5. November and December Meeting Dates**

Ms. Wadewitz moved to combine the November and December meetings into one. Second by Alderperson Weigel. Motion carried. The next meeting of the Library Board will take place Wednesday, December 13<sup>th</sup> at 7:00 p.m.

#### **3. Trustee Essentials, Chapter 25-Liability Issues**

The Board reviewed key elements in this chapter.

### **Director's Report**

Mr. Koszalka reported:

- City Administrator Rebecca Grill will be attending the Board meeting on December 13<sup>th</sup>, 2017. Ms. Grill has indicated that she would like to discuss with the Board the development of employee core values and competencies, as well as the intersection of City and Library policies.
- Michael Koszalka is working with Human Resources to review the 35 qualified applicants for the open full-time Librarian position.

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**Adjournment**

There being no further business, Ms. Lerch moved to adjourn. Second by Alderperson Weigel. Motion carried and the meeting was adjourned at 8:52 p.m.

Respectfully submitted,

Jody Rymaszewski,  
Secretary