



City of West Allis

Meeting Minutes

Library Board

Wednesday, May 23, 2018

7:00 PM

West Allis Public Library
7421 W. National Ave.

A. Call to Order

Ms. Suelzer called the meeting to order at 7:00 PM.

B. Roll Call

Present 9 - Mr. Adam Hengel, Ms. Michelle Boening, Ms. Barbara Hart, Ms. Bree Johns-Konkol, Ms. Kari Lerch, Ms. Jody Rymaszewski, Ms. Elizabeth Suelzer, Ms. Michelle Wadewitz, and Ald. Martin J. Weigel

C. Approval of Minutes

Alderperson Weigel moved to approve the April 25, 2018 meeting minutes. Second by Ms. Boening.

1. Minutes of the April 25, 2018 Meeting

Attachments: [Minutes of the April 25, 2018 Meeting](#)

D. Statements by Citizens

None.

E. Correspondence

2. Andrea Hanson Communication

Attachments: [Letter to Andrea Hanson](#)

Senator Baldwin Communication

Attachments: [Letter from Senator Baldwin](#)

F. Claims and Finance Report

Ms. Wadewitz moved to approve the May 2018 Claims and Finance Report. Second by Ms. Johns-Konkol. Motion approved.

3. May 2018 Claims and Finance

Attachments: [May 23, 2018 Voucher Form](#)
[CLAIMS AND FINANCE REPORT May 2018](#)

G. Unfinished Business

Michael Koszalka, Library Director stated there was not an update at this time regarding the status of Ms. Huttner, more information will be provided at the June 2018 meeting.

4. Recommendation from the Library Director to revoke the privileges of a library patron

H. New Business

5. Pay For Performance Policy

Attachments: [Policy 1422 - Amended](#)
[Policy 1113 - Amended](#)

Ms. Wadewitz moved to adopt the City of West Allis Pay for Performance policy with revisions made that address Library Miscellaneous Employees. Second by Alderperson Weigel.

6. City of West Allis Social Media Policy

Attachments: [Social Media Policy 6.0 9-21-17](#)
[Library Social Media Policy](#)

Alderperson Weigel moved to approve allowing the Communications Director access to the library's social media for analytics and archiving purposes in the least intrusive way possible and for library staff to discuss with Communications Director before new platforms are added. Second by Ms. Wadewitz. (8 in favor / 1 oppose)

Wadewitz moved to postpone adopting the policy until the next meeting after which the Library Director and Communication Director will have had opportunity to address particular points of the policy. Second by Ms. Boening.

Aye: 8 - Mr. Hengel, Ms. Boening, Ms. Hart, Ms. Johns-Konkol, Ms. Lerch, Ms. Rymaszewski, Ms. Wadewitz, and Ald. Weigel

No: 1 - Ms. Suelzer

7. City of West Allis Website Redesign presented by Jon Matte, Communications Director

Jon Matte, Communications Director presented the City of West Allis website redesign project and discussed the timeline.

8. Recommendation from the Library Director to revoke the privileges of a library patron

Attachments: [Stanley Zurkowski Communication](#)

Ms. Johns-Konkol moved to revoke the privileges of Stanley Zurkowski. Second by Ms. Wadewitz. Motion approved.

9. Trustee Essentials Chapter 3: Bylaws - Organizing the Board for Effective Action

Attachments: [Trustee Essentials Chapter 3 - Bylaws-Organizing the Board for Effective Action](#)

I. Library Director's Report

-The National Avenue Construction Project began on May 10th. There was initially a large dip in the intersection, however that has since been leveled off.

-Rachel Carroll has been hired as a full-time Adult Services Librarian. She began on Monday, May 21st.

-Melissa Sylla has been hired as a part-time Adult Services Librarian. She will begin Monday, June 4th.

-The details of the upcoming A La Carte were discussed.

J. Adjournment

There being no further business Ms. Wadewitz moved to adjourn. Second be Ms. Rymaszewski.
The meeting was adjourned at 9:01 PM.

Respectfully submitted,

Jody Rymaszewski



All meetings of the {bdName} are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.