



City of West Allis

Meeting Minutes

Library Board

Wednesday, May 22, 2024

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 p.m.

B. Roll Call

Staff present: Michael Koszalka, Library Director, and Lisa VandenBoom, Library Manager

Present 8 - Jamie Arneson, Barbara Hart, Adam Hengel, Darren Rausch, Jody Rymaszewski, Elizabeth Suelzer, Angela Collings, Ray Turner
Excused 1 - Cathy Manthei

C. Approval of Minutes

1. Library Board Meeting Minutes April 24, 2024

Attachments: [Library Board Meeting Minutes April 24, 2024](#)

Ms. Hart moved to approve the April 24, 2024 Library Board minutes with one revision. Second by Mr. Rausch. Motion approved.

D. Statements by Citizens

None.

E. Correspondence

F. Claims and Finance Report

2. May 2024 Claims and Finance Report

Attachments: [May 2024 Claims and Finance Report](#)

Ms. Hart moved to approve the May 2024 Claims and Finance report. Second by Ms. Arneson. Motion approved.

G. Unfinished Business

3. West Allis A La Carte

Library Board members and Mike Koszalka, Library Director, will staff the Library table at West Allis A La Carte on Sunday, June 2nd.

H. New Business

4. MCFLS Update

Hoopla usage is up and is exceeding the current MCFLS budget. Monthly usage limits may be reduced.

The MCFLS Board is working on a new system contract.

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

Attachments: [Mr. Anthony Dane May 2024 Communication](#)

Ms. Hart moved to approve the ban on Mr. Dane. Second by Mr. Rausch. Motion approved.

6. Sale of Library Stock

Attachments: [Library Stock Paperwork](#)

Ms. Hart moved to approve the sale of the Library's stock. Second by Ms. Arneson. Motion approved.

7. Performance Evaluation of the Library Director

Attachments: [Library Director Performance Eval Timeline](#)

[Library Director Evaluation Feedback](#)

[Library Director Evaluation Policy](#)

A sub-committee consisting of Ms. Suelzer, Ms. Arneson, Mr. Rausch and Mr. Hengel will meet to discuss the performance evaluation of the Library Director.

8. Trustee Essentials-Chapter 5-Hiring a Library Director

Attachments: [Trustee Essentials-Chapter 5-Hiring a Library Director](#)

I. Library Director's Report

- Julia Fischer has been hired as Children's Librarian. She started May 22nd. She was the Library's summer intern last year.
- Almost all of the equipment the Library purchased with the All of Us grant has arrived.
- A new CountyCat catalog, Aspen, will go live on June 20th. A preview site is up for patrons to explore.
- Mike Koszalka attended an online continuing education course on Libraries and the Customer Experience.
- Summer reading for all ages starts June 1st.
- Almost 1,000 people attended programs at the Library in April.
- The West Allis Reads 2024 book will be "Raft of Stars" by Andrew Graff.

J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Mr. Rausch. Motion approved. the meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Jody Rymaszewski, Secretary



All meetings of the Library Board 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.