



# City of West Allis

## Meeting Minutes

### Library Board

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Wednesday, June 24, 2020

7:00 PM

West Allis Public Library  
7421 W. National Ave.

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#### A. Call to Order

Ms. Wadewitz called the meeting to order at 7:00 p.m.

#### B. Roll Call

*Present: 6- Barbara Hart, Adam Hengel, Jody Rymaszewski, Elizabeth Suelzer, Angelito Tenorio, and Michelle Wadewitz*

*Excused: 2- Kari Lerch and Ray Turner*

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

#### C. Approval of Minutes

1. May 27, 2020 Library Board Minutes

Attachments: [May 27, 2020 Library Board Minutes](#)

Ms. Hart moved to approve the May 27, 2020 Library Board minutes as written. Second by Ms. Suelzer. Motion approved.

#### D. Statements by Citizens

None.

#### E. Correspondence

Wisconsin Department of Public Instruction March 2020 Communication

Attachments: [Wisconsin Department of Public Instruction March 2020 Communication](#)

Michael Koszalka May 2020 Communication

Attachments: [Michael Koszalka May 2020 Communication](#)

Greater Milwaukee Foundation Statement January-March 2020

Attachments: [Greater Milwaukee Foundation Statement January-March 2020](#)

#### F. Claims and Finance Report

2. May/June 2020 Claims and Finance Report

Attachments: [May-June 2020 Claims and Finance Report](#)

Ms. Hart moved to approve the May/June 2020 Claims and Finance Report. Second by Alderperson Tenorio. Motion approved.

**G. Unfinished Business**

3. Fine Amnesty

Attachments: [Staff Recommendations for Fine Forgiveness](#)

Ms. Wadewitz moved to table this item for six months. Second by Ms. Hart. Motion approved.

4. COVID-19 Update

The Library reopened to the public with limited services on June 8th. Curbside pickup will continue to be offered as an option for patrons uncomfortable with entering the building.

**H. New Business**

5. MCFLS Update

The Board considered a MCFLS proposal to raise the fine threshold on patron library cards to \$25.00 through 12/31/20. Ms. Wadewitz made a motion against the proposal. Second by Ms. Hart. Motion approved.

6. 2021 Library Operating Budget

Attachments: [2021 Budget Calendar](#)

The 2020 City of West Allis Operating Budget timeline was presented.

7. 2019 Library Trust Fund Report

Attachments: [2019 Library Trust Fund Report](#)

Ms. Rymaszewski moved to approve the 2019 Library Trust Fund report. Second by Ms. Hart. Motion approved.

8. Overdue Library Materials Collection Update

Attachments: [Overdue Library Collections Update March 2020](#)

Ms. Hart moved to continue the collections process. Second by Alderperson Tenorio. Motion approved.

9. Request by Banned Patron for Reinstatement of Library Privileges

Attachments: [Jane Huttner February 2018 Communication](#)

[Jane Huttner March 2018 Communication](#)

[Jane Huttner June 2018 Communication](#)

[Jane Huttner August 2018 Communication](#)

[Jane Huttner March 2020 Communication](#)

Mr. Hengel moved to direct Michael Koszalka, Library Director, to contact a City health nurse to recommend a course of action. Second by Ms. Suelzer. Motion approved.

A vote was taken:

Aye-Ms. Hart, Mr. Hengel, Ms. Suelzer, Alderperson Tenorio, and Ms. Wadewitz

Ms. Rymaszewski abstained from voting.

A public health nurse will contact Ms. Huttner as a first step in considering her request for reinstatement.

10. Trustee Essentials-Chapter 19-Library Director Certification

Attachments: [Trustee Essentials-Chapter 19-Library Director Certification](#)

### The I. Library Director's Report

-A new full-time Adult Librarian, Desirae LeMay, will begin her duties on June 29th. She has previously worked at the Shorewood Public Library and has extensive customer service experience.

-Through a grant from the City's Artscape Leadership Group four book benches were purchased. They will be painted by four local artists, each with a different theme. They include a garden motif, fantasy art, West Allis icons, and a children's theme.

-Summer reading has begun with online and in-person registration along with virtual programming.

### J. Adjournment

There being no further business, Ms. Rymaszewski moved to adjourn. Second by Ms. Hart. Motion approved. The meeting was adjourned at 8:35 p.m.

*Respectfully submitted,*

*Jody Rymaszewski, Secretary*



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.