



City of West Allis

Meeting Minutes

Library Board

Wednesday, February 24, 2021

7:00 PM

West Allis Public Library
7421 W. National Ave.

A. Call to Order

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

B. Roll Call

Present 6 - Adam Hengel, Barbara Hart, Elizabeth Suelzer, Ray Turner, Michelle Wadewitz, and Angelito Tenorio

Excused 3 - Gloria Dohearty, Kari Southern, and Jody Rymaszewski

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

Others present: Rebecca Grill, City Administrator

C. Approval of Minutes

1. Library Board Meeting Minutes January 27, 2021

Attachments: [Library Board Meeting Minutes January 27, 2021](#)

Ms. Hart moved to approve the January 27, 2021 Library Board minutes. Second by Mr. Turner. Motion approved.

D. Statements by Citizens

None.

E. Correspondence

Greater Milwaukee Foundation December 2020 Communication

Attachments: [Greater Milwaukee Foundation December 2020 Communication](#)

Greater Milwaukee Foundation 2020 Statement

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

Ms. Jody Rymaszewski Communication

Attachments: [Ms. Jody Rymaszewski Communication](#)

F. Claims and Finance Report

2. February 2021 Claims and Finance Report

Attachments: [February 2021 Claims and Finance Report](#)

Ms. Suelzer moved to approved the February 2021 Claims and Finance report. Second by Ms. Hart. Motion approved.

G. Unfinished Business**3. COVID-19 Update**

The Library will remain open on Sundays through May this year. From June-September the Library will be closed on Sundays.

4. 2020 Public Library Annual Report

Attachments: [Statement of Effectiveness for 2020 Annual Report](#)
[2020 Statement of Effectiveness](#)

Ms. Hart moved to approve the 2020 Public Library Annual Report. Second by Mr. Turner. Motion approved.

H. New Business

Present 7 - Adam Hengel, Barbara Hart, Jody Rymaszewski, Elizabeth Suelzer, Ray Turner, Michelle Wadewitz, and Angelito Tenorio
Excused 2 - Gloria Dohearty, and Kari Southern

5. MCFLS Update

-The City of Milwaukee donated \$205,000 to Overdrive Advantage for purchase of eBooks.

-Liz Suelzer attended a virtual Library Legislative Day. She spoke with three lawmakers about what public libraries are offering during the pandemic.

-MCFLS received federal CARES Act money to use for technology. Each Milwaukee County Library received \$1,576.00 to purchase items to supplement virtual programming.

6. Social Media Policy Revised 2-24-21

Attachments: [Social Media Policy Rev. 2.24.2021](#)

Mr. Hengel moved to approve the revised Social Media Policy. Second by Ms. Hart. Motion approved.

7. 2020 Library Trust Fund Report

Alderson Tenorio moved to approve the 2020 Library Trust Fund Report. Second by Mr. Turner. Motion approved.

8. Trustee Essentials-Chapter 26-The Public Library System Board-the Broad Viewpoint**I. Library Director's Report**

- The Library hopes to offer in person programming for Children this summer. Programs will take place in the grassy area near Library Square. When inclement weather is predicted, programs will move to a virtual presentation.
- Jenna Sachs from Contact 6 tested various surfaces in public buildings for COVID-19. All surfaces tested at the Library were negative. Michael Koszalka, Library Director, was interviewed for the segment.
- Tax forms have been received. The forms have been moved to a table in the atrium, which has proven to be convenient.
- The Library is participating in the Libraries Step Up campaign. Patrons can fill out a postcard and mail it to local or state representatives letting them know what they love about their library.
- Sarah Lange, and Elizabeth Reger, Librarians, will be hosting a monthly podcast called "Beyond the Desk" starting in April.

J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Alderperson Tenorio. Motion approved. The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Elizabeth Suelzer, Acting 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.