



City of West Allis

Meeting Minutes

Library Board

Wednesday, April 24, 2019

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 5 - Ms. Barbara Hart, Ms. Bree Johns-Konkol, Ms. Jody Rymaszewski, Ms. Michelle Wadewitz, and Ald. Martin J. Weigel

Excused 4 - Mr. Adam Hengel, Ms. Michelle Boening, Ms. Kari Lerch, and Ms. Elizabeth Suelzer

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

C. Approval of Minutes

1. Library Board Meeting Minutes March 27, 2019

Attachments: [Library Board Meeting Minutes March 27, 2019](#)

Ms. Hart moved to approve the meeting minutes with a few modifications. Second by Ms. Wadewitz. Motion carried.

Item # 7 will include the vote that was taken. It will now read:

Ms. Johns-Konkol moved to uphold the ban on Mr. Dudzik. Second by Ms. Wadewitz. A vote was taken. By a vote of 3 to 2 the motion was approved.

Aye: 3 - Ms. Hart, Ms. Johns-Konkol, and Ms. Wadewitz

No: 2 - Mr. Hengel, and Ms. Suelzer

A line was also added to the Library Code of Conduct. The policy now includes the following:

Displays of sexually explicit materials in any format are prohibited.

D. Statements by Citizens

None.

E. Correspondence

Mark Dudzik Communication

Attachments: [Mr. Mark Dudzik Communication-Revised](#)

Mayoral Proclamation-National Library Week

Attachments: [Mayoral Proclamation-National Library Week](#)

F. Claims and Finance Report

2. April 2019 Claims and Finance Report

Attachments: [April 2019 Claims and Finance Report](#)

Ms. Johns-Konkol moved to approve the April 2019 Claims and Finance report. Second by Ms. Hart. Motion carried.

G. Unfinished Business

3. City of West Allis Website redesign

Attachments: [Library Subsite Summary](#)
[City of West Allis Website Redesign Presentation](#)
[Library Website Redesign Slides](#)
[Terchak Trust Fund Request](#)
[Demco Info Sheet](#)
[Civic Plus Contract Revised](#)

The website team requested a change to the font on the website. The site map has been finished and CivicPlus is migrating information from the current website to the new one.

4. Closed Session- Performance Evaluation of the Library Director

PLEASE TAKE NOTICE that the Library Board of the City of West Allis will meet on Wednesday, May 22, 2019, at 7:00 pm at 7421 W. National Avenue, West Allis, Wisconsin, 53214, in open session to consider and vote on a motion to convene in closed session at said time and place to discuss the Library Director's performance evaluation and to take such further action as may be necessary and appropriate in this matter.

A closed session for the above purpose is authorized pursuant to the provisions of Section 19.85(1)(c) of the Wis. Stats. which permits a governmental body upon motion duly made and carried, to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Immediately upon the completion of the closed session, the Library Board will reconvene in open session at said time and place to consider any other matters on the agenda.

The next meeting of the subcommittee will be held in May.

5. West Allis Public Library Strategic Plan

Attachments: [West Allis Public Library Strategic Plan 2017-2018](#)
[Strategic Planning Subcommittee Minutes May 9, 2019](#)

The first meeting of the Strategic Planning Subcommittee will take place May 9th at 6:30 p.m.

6. 2018 Trust Fund Report

Attachments: [2018 Trust Fund Report](#)

Alderson Weigel moved to approve the 2018 Trust Fund report as written. Second by Ms. Johns-Konkol. Motion carried.

H. New Business

7. MCFLS Update

MCFLS will be conducting a study regarding the impact of reciprocal borrowing.

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

Attachments: [Ms. Maria Medina Dobbs Communication](#)

Ms. Johns-Konkol moved to uphold the ban on Ms. Maria Medina Dobbs. Second by Alderson Weigel. Motion carried.

9. Terchak Trust Fund Report-Request Funds for Public Access Computer Monitors

Attachments: [Terchak Trust Fund Report-April 2019](#)

Ms. Wadewitz moved to approve the use of the Terchak Fund to purchase computer monitors for the public access computers. Second by Alderson Weigel. Motion carried.

10. Trustee Essentials- Chapter 11-Planning for the Library's Future

Attachments: [Trustee Essentials-Chapter 11-Planning for the Library's Future](#)

I. Library Director's Report

-The parking lot reconstruction began on Monday, April 22nd. The north side of the parking lot is scheduled to be completed by June 7th. The wiring to the lights in the parking lot was cut and the City electrical division is working on resolving the issue.

- Two part-time Circulation Service Representatives have been hired. Kristina Roque starts April 29th and Alyson Ruesch begins her duties on May 2nd.

- The Friends semi-annual meeting will take place on Saturday, April 27th at 10:00 a.m.

-May is Mental Health Awareness Month. Through partnerships with Aurora West Allis Medical Center and other City departments, the Library is taking part in a community read program. The selected book is "It's Kind of a Funny Story" by Ned Vizzini and a variety of events will take place in May throughout West Allis.

J. Adjournment

There being no further business, Ms. Rymaszewski moved to adjourn. Second by Ms. Johns-Konkol. Motion carried. The meeting was adjourned at 8:20 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.