



# City of West Allis

## Meeting Minutes

### Library Board

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Wednesday, August 27, 2025

7:00 PM

West Allis Public Library  
7421 W. National Ave.

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#### A. Call to Order

Mr. Rausch called the meeting to order at 7:00 p.m.

#### B. Roll Call

Present 8-Jamie Arneson, Amelia Bursi, Angela Collings, Barbara Hart, Darren Rausch, Jody Rymaszewski, Elizabeth Suelzer, Ray Turner  
Staff Present-Michael Koszalka, Library Director, and Lisa VandenBoom, Library Manager

#### C. Approval of Minutes

1. Library Board Meeting Minutes July 23, 2025

Attachments: [Library Board Meeting Minutes July 23,2025](#)

Alderperson Turner moved to approve the July 23rd, 2025 Library Board meeting minutes. Second by Ms. Hart.

#### D. Statements by Citizens

None.

#### E. Correspondence

None.

#### F. Claims and Finance Report

2. August 2025 Claims and Finance Report

Attachments: [August 2025 Claims and Finance Report](#)

Ms. Hart moved to approve the August 2025 Claims and Finance Report. Second by Ms. Suelzer. Motion approved.

#### G. Unfinished Business

3. Performance Evaluation of the Library Director

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

Mr. Rausch stated it was the intention of the Library Board to convene in closed session at said time and place, to consider and vote on a motion 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.

A motion was made by Ms. Hart to go into closed session at 7:09 p.m. Second by Ms. Rymaszewski. Motion approved.

At 7:50 p.m. a motion was made by Ms. Hart to convene in open session. Second by Ms. Arneson. Motion approved.

4. 2026 Library Operating Budget

Attachments: [2026 proposed budget](#)  
[City of West Allis 2026 Budget Calendar](#)

There is no update on this item.

5. Election of Officers

Ms. Hart moved to keep the officers the same. Second by Ms. Collings. Motion approved.

The 2025-2026 officers are:

Mr. Darren Rausch-President  
Ms. Jamie Arneson-Vice President  
Ms. Jody Rymaszewski- Secretary  
Ms. Barbara Hart-Financial Secretary

H. New Business

6. MCFLS Update

-MCFLS participated in the Speak Up for Libraries campaign to restore funding to the Institute of Museum and Library Services. Patrons could fill out postcards that will be mailed to representatives.

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

Attachments: [Mr. Larry Kuligowski August 2025 Communication](#)  
[Ms. Brown August 2025 Communication](#)

Ms. Hart moved to affirm the ban on Mr. Kuligowski. Second by Ms. Arneson. Motion approved.

Ms. Arneson moved to affirm the ban on Ms. Brown. Second by Ms. Hart. Motion approved.

Present 7-Jamie Arneson, Amelia Bursi, Angela Collings, Barbara Hart, Darren Rausch, Jody Rymaszewski, Elizabeth Suelzer  
Excused 1-Ray Turner

## Trustee Essentials-Chapter 19-Library Director Certification

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

**I. Library Director's Report**

- Anna Gabirelson, Part-time weeknight Cleaner, accepted a full-time position with the City of Waukesha.
- Ms. Cathy Manthei resigned from her position on the Library Board.
- On August 13th a request for reconsideration form was received for "Look on the Bright Side" by Lilly Williams. Mike Koszalka, Library Director will meet with Claire de Rochefort-Reynolds, Children's Services Supervisor, to discuss the request and respond.
- The Library had no roof leaks or structural damage during the recent flooding.

**J. Adjournment**

There being no further business, Ms. Hart moved to adjourn. Second by Ms. Arneson. Motion approved. The meeting was adjourned at 8:20 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.