



City of West Allis

Meeting Minutes

Library Board

Wednesday, September 25, 2024

7:00 PM

West Allis Public Library
7421 W. National Ave.

A. Call to Order

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

B. Roll Call

Present 7 - Jamie Arneson, Barbara Hart, Cathy Manthei, Jody Rymaszewski, Angela Collings, Amelia Bursi, Ray Turner

Excused 2 - Darren Rausch, Elizabeth Suelzer

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

C. Approval of Minutes

1. Library Board Meeting Minutes August 28, 2024

Attachments: [Library Board Meeting Minutes August 28, 2024](#)

Ms. Hart moved to approve the August 28, 2024 Library Board minutes as written. Second by Ms. Rymaszewski. Motion approved.

D. Statements by Citizens

None.

Present 8 - Jamie Arneson, Barbara Hart, Cathy Manthei, Jody Rymaszewski, Elizabeth Suelzer, Angela Collings, Amelia Bursi, Ray Turner

Excused 1 - Darren Rausch

E. Correspondence

2025 West Milwaukee Cost per Circ Worksheet

Attachments: [2025 West Milwaukee Worksheet](#)

Mr. Elijah Lueth September 2024 Communication

Attachments: [Mr. Elijah Lueth September 2024 Communication](#)

2024 Adult Summer Reading Report

Attachments: [2024 Adult Summer Reading Report](#)

2024 Teen Summer Reading Report

Attachments: [2024 Teen Summer Reading Report](#)

F. Claims and Finance Report

2. September 2024 Claims and Finance Report

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

Ms. Hart moved to approve the September 2024 Claims and Finance Report.
Second by Ms. Manthei. Motion approved.

G. Unfinished Business

3. 2025 Library Operating Budget

Attachments: [2025 City of West Allis Budget Calendar](#)
[2025 proposed budget](#)

There is nothing new to report on this item.

4. MCFLS Member Agreements

Attachments: [Member Agreements - Executive Summary \(draft\) 2024](#)
[MCFLS Cataloging costs 2024-2025](#)
[2025-2028 Member Agreements Form](#)
[West Allis Costs](#)

Ms. Suelzer presented a West Allis costs spreadsheet. The Library Board voted 6 (yes) to 1 (no) with one member abstaining and one excused. to choose option # 2 (Collection development grants). Staff recommended option # 1.

H. New Business

5. MCFLS Update

Nothing new to report.

6. Library Code of Conduct Policy

Attachments: [Library Code of Conduct revised 9.25.2024](#)

Ms. Suelzer moved to approve revising the Library Code of Conduct policy.
Second by Alderperson Turner. Motion approved.

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

Attachments: [Mr. Adrian Moore September 2024 Communication](#)

Ms. Hart moved to affirm the ban on Mr. Moore. Second by Ms. Collings. Motion approved.

8. Library Literature Distribution and Solicitation Policy

Attachments: [Library Literature Distribution - Solicitation Policy](#)

The Library Board tabled this item.

9. Trustee Essentials-Chapter 9-Managing the Library's Money

Attachments: [Trustee Essentials-Chapter 9-Managing the Library's Money](#)

I. Library Director's Report

- On September 3rd Steve Hesel, MCFLS Director, and Dr. Darrell Williams, Assistant State Superintendent for the Division for Libraries and Technology, visited the Library and talked with patrons and staff.
- The MCFLS Board held their September 19th meeting here at the Library.
- The week of September 22nd is Banned Book Week. The Library shared many posts on social media about the topic and highlighted book displays.
- The West Allis Reads program continues. On October 3rd the Library is hosting a Northwoods Party at Natty Oaks Lounge. On October 9th Andrew Graff, author of Raft of Stars, the West Allis Reads pick, will visit the Library for a question and answer session. The author will also sign books.

J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Ms. Suelzer. The meeting was adjourned at 8:21 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.