



Administration
414.302.8501

Circulation
414.302.8503

Reference
414.302.8500

Children's
414.302.8502

July 2, 2026
Charles Hoffman
Address unknown

Dear Charles Hoffman,

The West Allis Public Library prides itself on being a family-oriented, safe environment for all who visit. The Library has a Code of Conduct policy that outlines expectations for all visitors. Your behavior – over an extended period of time – has violated the policy through documented and chronic violations including:

- Multiple documented incidents of drinking alcohol and/or being inebriated while present on Library grounds
- Profane, disrespectful and inappropriate language aimed at City of West Allis employees
- Complaints of unwanted advances toward other library visitors

Documented dates where you violated the Library Code of Conduct include the following:

11/25/25, 2/3/26, 2/10/26, 3/30/26, 5/6/26, 6/11/26, 6/29/26, 6/30/26, and 7/1/26.

Additionally, on April 18, 2026, a librarian responded to a patron complaint about you sleeping inside a restroom stall. When confronted and directed to leave the library, you became combative and verbally abused the librarian. Also, on June 29th, you used disrespectful and abusive language that included sexual innuendo toward the City of West Allis Social Worker while she was assisting individuals participating in the Street Angels Showers of Hope program. There are many other incidents where you have been asked to leave due to drinking alcohol, being inebriated and unacceptable language while on library property. On multiple occasions, I spoke with and informed you that you risk being banned from the West Allis Public Library.

As a result of the regular pattern of unacceptable behavior during your visits, your library privileges cease, and **you are banned from the West Allis Public Library**. Effective immediately, you may not be present in the building or on any part of the library grounds including the parking lot or building entrances.

At its July 22, 2026 meeting, the West Allis Public Library Board of Trustees will vote to affirm this ban. If you ignore or violate this order, police will be called, and you will be charged appropriately.

Sincerely,

Michael Koszalka, Library Director

cc: West Allis Public Library Board of Trustees
West Allis Police Department