



INSTRUCTIONS: Complete and return electronic, signed copy of the form and attachments to the library system. Confirm with the library system if printed, signed copies are required.

Board-approved, signed annual reports for 2025 are due to the DPI Division for Libraries and Technology no later than March 1, 2026.

I. GENERAL INFORMATION					
1. Name of Library West Allis Public Library			2. Public Library System Milwaukee County Federated Library System		
3b. Head Librarian First Name Michael	3c. Head Librarian Last Name Koszalka	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 05/31/2029	
6a. Street Address 7421 W. National Ave.	6b. Mailing Address or PO Box 7421 West National Avenue	7. City / Village / Town West Allis	8a. ZIP 53214	8b. ZIP4 4699	9. County Milwaukee
10. Library Phone Number 4143028501	11. Fax Number (414)302-8545	12. Library E-mail Address of Director mkoszalka@westalliswi.gov			
13. Library Website URL westallislibrary.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? No		18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No			
20. Square Footage of Public Library 47,000	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No	22. UEI Number C5KCPGMW61K3		
HOURS OF OPERATION					
	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)		
19a. Winter hours open per week	64	0	0		
19b. Number of winter weeks	32	0	0		
19c. Summer hours open per week	60	0	0		
19d. Number of summer weeks	20	0	0		
19e. Total weeks per year	52	0	0		
19f. Total hours per year for this location	3,248	0	0		

II. LIBRARY COLLECTIONS							
			a. Number Owned / Leased	b. Number Added			
1. Books in Print			169,667	8,821			
2. Physical Subscriptions			189				
3. Physical Audio Materials			13,362	251			
4. Physical Video Materials			14,306	987			
5. Other Physical Materials			3,831				
6. Total Physical Items in Collection			201,166				
			Purchased solely by the Library	Purchased via a System, Consortium or Cooperative Agreement	Provided by the State		
7. E-books			Yes	Yes	No		
8. E-serials			No	Yes	No		
9. E-audio			Yes	Yes	No		
10. E-video			Yes	Yes	No		
11. Research Databases			Yes	Yes	Yes		
12. Online Learning Platforms			No	Yes	Yes		
III. LIBRARY SERVICES							
1. Physical Circulation Transactions			2. Interlibrary Loans				
a. Total Circulation	b. Children's Materials	c. Other Physical Items	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>			
370,965	155,392	8,825	64,094	66,684			
			Method for Counting ILL Transactions Categorized ILL Transactions				
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>			
Integrated Library Systems (ILS)			63,515	66,335			
WISCAT			542	223			
Other (includes OCLC, manual tracking or other methods)			37	126			
3. Electronic Content Circulation Transactions							
a. E-books	b. E-serials	c. E-audio	d. E-video	e. Children's E-materials	f. Total E-materials		
26,588	8,541	36,939	617	4,146	72,685		
4. Number of Registered Users			5. Overdue Fines	6. Reference Transactions		7. Library Visits	
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count	a. Method	b. Annual Count
13,457	0	13,457	Yes	Actual Count	30,843	Actual Count	326,510
8. Uses of Public Internet Computers				9. Uses of Public Wireless Internet			
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	c. Method	d. Annual Count	a. Method	b. Annual Count		
61	58	Actual Count	34,834				

LIBRARY PROGRAMS AND ATTENDANCE

Total In-Person and Live, Virtual Statistics by Age

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	143	110	65	123	12
Total Attendance	4,662	4,526	469	1,592	871

Total Program Statistics by Program Category

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	414	39	0	12	
Total Attendance	10,115	2,005	0		
Total Program Views				284	

Describe the library's in-person programs:

story times. STEM, art club, speakers, crafts, book clubs, job workshops

Which platforms does the library use to host the library's live, virtual programs:

Describe the library's live, virtual programs:

none

Which platforms does the library use to host the library's pre-recorded programs:

Spotify

Describe the library's pre-recorded programs:

podcast

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	City	Email Address
PRESIDENT			
1. Darren	Rausch	West Allis	[REDACTED]
2. Barbara	Hart	West Allis	[REDACTED]
3. Jamie	Arneson	West Allis	[REDACTED]
4. Amelia	Bursi	West Allis	[REDACTED]
5. Elizabeth	Suelzer	West Allis	[REDACTED]
6. Alderperson Ray	Turner	West Allis	[REDACTED]
7. Jody	Rymaszewski	West Allis	[REDACTED]
8. Amy	Hutter	West Allis	[REDACTED]
9. Angela	Collings	West Allis	[REDACTED]
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			

No. of Library Board Members Include vacancies in this count 9

V. LIBRARY OPERATING REVENUE
Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
City	West Allis	\$1,721,580
City	West Allis-PW/Fringes	\$522,500
Subtotal 1		\$2,244,080

2. County

a. Home County Appropriation for Library Services	Subtotal 2a	\$0
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a. Other County Payments for Library Services

County Name	Amount	County Name	Amount
	\$0		
Subtotal 2b			\$0

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
MCFLS Reciprocal Borrowing	\$243,214		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0
Subtotal 3			\$243,214

4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount
	\$0
Subtotal 4	\$0

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
West Milwaukee	\$32,087		
Subtotal 5	\$32,087		

6. Other Funds Carried Forward and Expended. Do not include state aid. Report state funds in 3b above.

	\$0
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7. All Other Operating Income

	\$0
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8. Total Operating Income Add 1 through 7 \$2,519,381

9. What is the current year annual appropriation provided by governing body(ies) for the public library?	\$2,305,598	
10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)	Yes	

X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position (Local Title)	Job Title (AppendixA)	Type of Staff	Annual Salary	Hours Worked per Year
Director / Head Librarian	Library Director / Chief Officer	Librn. MLS (AI)	\$131,268	2,080.00
Administrative Services Manager	Department Head / Coordinator / Senior Manager	Librn. MLS (AI)	\$95,222	2,080.00
Children's Supervisor	Department Head / Coordinator / Senior Manager	Librn. MLS (AI)	\$78,291	2,080.00
Library Services Manager	Department Head / Coordinator / Senior Manager	Librn. MLS (AI)	\$95,222	2,080.00
Librarian	Librarian (MLS)	Librn. MLS (AI)	\$76,544	2,080.00
Librarian	Librarian (MLS)	Librn. MLS (AI)	\$76,544	2,080.00
Librarian	Librarian (MLS)	Librn. MLS (AI)	\$71,468	2,080.00
Librarian	Librarian (MLS)	Librn. MLS (AI)	\$67,891	2,080.00
Librarian	Librarian (MLS)	Librn. MLS (AI)	\$32,156	1,040.00
Librarian	Librarian (MLS)	Librn. MLS (AI)	\$32,156	1,040.00
Library Assistants	Library Assistant - Public Services	Other no-MLS	\$60,246	2,080.00
Lead Circulation Services Representative	Clerk - Public Services	Other no-MLS	\$58,947	2,080.00
Circulation Services Representative	Clerk - Public Services	Other no-MLS	\$137,601	6,240.00
Building Maintenance Technician	Janitorial Cleaner	Other no-MLS	\$62,670	2,080.00
Administrative Support Specialist	Office Support (Intermediate)	Other no-MLS	\$58,947	2,080.00
Library Assistant	Library Assistant - Public Services	Other no-MLS	\$143,728	5,200.00
Circulation Services Representative		Other no-MLS	\$35,084	1,560.00
Page	Page/Shelver	Other no-MLS	\$3,312	2,964.00
Cleaner	Janitorial Cleaner	Other no-MLS	\$24,477	1,194.00
Intern				

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			161,299
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.			
	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	152,987	8,312	161,299
3. Circulation to Nonresidents Living in Another County in the Library System	0	0	0
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	0	0	0
5. Circulation to All Other Wisconsin Residents	0	6. Circulation to Persons from Out of the State	0
7. Are the answers to items 1 through 6 based on actual count or survey/sample? Actual	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? No	8b. If yes, does the library allow residents in adjacent systems to purchase library cards? Yes	
9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a.		f.	
b.		g.	
c.		h.	
d.		i.	
e.		j.	

XII. TECHNOLOGY (Not included in 2025 Report)

XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

1. Self-directed Activities: *Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.*

	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	3	65	8
Total Self-Directed Activity Participation	604	9,003	384
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	2	12	90
Total Self-Directed Activity Participation	330	865	11,186

2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address
Claire	De Rochefort-Reynolds	cderochefortreynolds@westalliswi.gov

3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address
Emily	Rutter	erutter@westalliswi.gov

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee 	Name of President or Designee Print or type Darren Rausch	Date Signed
Library Director / Head Librarian Signature 	Library Director / Head Librarian Print or type Michael Koszalka	Date Signed

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Milwaukee

The West Allis Public Library Board of Trustees hereby states that in 2025 the waukee County Federated Library Sys
Name of Public Library Name of Public Library System / Service

- did provide effective leadership and adequately met the needs of the library.
did not provide effective leadership and did not adequately meet the needs of the library.
Indicate with an X one of the above statements

Explanation of library board's response. Attach additional sheets if necessary.

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

It is the opinion of the West Allis Public Library Board of Trustees that the Milwaukee County Federated Library System (MCFLS) did provide effective leadership this past year. The West Allis Public Library Board of Trustees wishes to reiterate our belief that local control and autonomy for all libraries within our system is a core foundation of library system cooperation. The West Allis Public Library Board of Trustees resists any attempt to consolidate public library services within current or future redesigned library system models (county or regional).

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

Table with 3 columns: President, Library Board of Trustees Signature or designee; Name of President or Designee Print or type; Date Signed. Content includes a signature and the name Darren Rausch.

COMMENTS

SECTION_VI
Total Operating Expenditures
Numbers for staff benefits are accurate.--2026-02-24