



City of West Allis

Meeting Minutes

Library Board

Wednesday, January 22, 2025

7:00 PM

West Allis Public Library
7421 W. National Ave.

A. Call to Order

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

B. Roll Call

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

Present 6 - Barbara Hart, Darren Rausch, Cathy Manthei, Jody Rymaszewski, Elizabeth Suelzer, Angela Collings

Excused 3 - Jamie Arneson, Amelia Bursi, Ray Turner

C. Approval of Minutes

1. Library Board Meeting Minutes December 4, 2024

Attachments: [Library Board Meeting Minutes December 4, 2024](#)

Ms. Hart moved to approve the December 4, 2024 Library Board meeting minutes as written. Second by Ms. Collings. Motion approved.

D. Statements by Citizens

None.

E. Correspondence

Greater Milwaukee Foundation Communication December 2024

Attachments: [Greater Milwaukee Foundation Communication December 2024](#)

Mr. Donny Macklin Communication December 2024 Communication

Attachments: [Mr. Donny Macklin December 2024 Communication](#)

Ms. Jean Grosklaus Communication

Attachments: [Ms. Jean Grosklaus Communication](#)

F. Claims and Finance Report

2. January 2025 Claims and Finance Report

Attachments: [CLAIMS AND FINANCE REPORT January 2025](#)

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

G. Unfinished Business

None.

H. New Business**3. MCFLS Update**

The 2025 Great Library Treasure Hunt began on January 18th and ends on May 3rd. This is a MCFLS program designed to encourage patrons to visit all of the MCFLS libraries using prizes as incentives.

4. Statement of Effectiveness for 2024 Annual Report

Attachments: [2023 Statement of Effectiveness-Final](#)
[2024 Statement of Effectiveness](#)

The Library Board discussed the Statement of Effectiveness. A draft for the 2024 statement will be on the February Library Board agenda.

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

Attachments: [Mr. Dale Hayes December 2024 Communication](#)

Ms. Manthei moved to affirm the ban on Mr. Hayes. Second by Ms. Hart. Motion approved.

6. Trustee Essentials-Chapter 12-Library Standards

Attachments: [Trustee Essentials-Chapter 12-Library Standards](#)

I. Library Director's Report

-Kaitlyn Burch has been hired as a part-time Library Assistant. She has moved here from New York where she worked in a college library

-Madeline McKillip has been hired as a part-time Librarian in Teen Services. She starts on January 27th. She is also a Library Assistant at the Franklin Public Library.

-The Library will host Cozy as a Cat as part of the City of West Allis Winter Week on Thursday, January 23rd. There will be a story time, crafts, cookies, hot chocolate, and a performance by a Taylor Swift cover band in the Library.

-On Tuesday, February 18th, the Library will be receiving a new sorter. It is estimated it will take four days to install.

-On Saturday, January 25th the Milwaukee Ballet will come to the library for a story time.

-Rebecca Grill, City Administrator, has accepted a City Manager position with the city of Oshkosh. Her last day will be Sunday, February 23rd.

-A letter from a library patron thanking the Library Board for their continued support of Hoopla was included on the agenda.

J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Ms. Collings. Motion approved. The meeting was adjourned at 7:48 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.