



# City of West Allis

## Meeting Minutes

### Library Board

Wednesday, July 23, 2025

7:00 PM

West Allis Public Library  
7421 W. National Ave.

#### A. Call to Order

Mr. Rausch called the meeting to order at 7:05 p.m.

#### B. Roll Call

Present 5 - Barbara Hart, Darren Rausch, Amelia Bursi, Ray Turner,  
Jody Rymaszewski

Excused 4 - Jamie Arneson, Cathy Manthei, Elizabeth Suelzer, Angela Collings

Staff Present- Michael Koszalka, Library Director

#### C. Approval of Minutes

##### 1. Library Board Meeting Minutes June 25, 2025

Attachments: [Library Board Meeting Minutes June 25, 2025](#)  
[Library Board Meeting Minutes June 25, 2025 Supplemental Agenda](#)

Ms. Hart moved to approve the June 25, 2025 Library Board minutes. Second by Alderperson Turner. Motion approved.

#### D. Statements by Citizens

None.

#### E. Correspondence

Greater Milwaukee Foundation Communication June 2025

Attachments: [GMF Communication June 2025](#)

Wisconsin Trustee Training Week

Attachments: [Wisconsin Trustee Training Week 2025](#)

#### F. Claims and Finance Report

##### 2. July 2025 Claims and Finance Report

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

Ms. Hart moved to approve the July 2025 Claims and Finance Report. Second by Mr. Turner. 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](#)

The Library Board tabled this item until the August Library Board meeting.

## H. New Business

### 4. MCFLS Update

Nothing new to report on this item.

### 5. 2026 Library Operating Budget

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

Ms. Hart moved to approve the 2026 Library operating budget. Second by Ms. Rymaszewski. Motion approved.

### 6. Election of Officers

The Library Board tabled this item until August.

### 7. Trustee Essentials-Chapter 18-Library Board Appointments and Composition

**Attachments:** [Trustee Essentials-Chapter 18-Library Board Appointments and Composition](#)

## I. Library Director's Report

-West Allis City Administrator Erin Hirn is interested in attending a Library Board meeting. The Board recommended she attend the September or October meetings.

-Mike Koszalka, Library Director, met with Kevin Eipperle and Sarah Jansen from FEH Design. They specialize in library design and Kevin was the architect that worked on the current library building. They will present a proposal to "freshen up" the Library.

-The Library is collaborating with the Southwest Suburban Health Department to expand our "Library of Things" to include board games. The Health Department received grant funding that could be used. Nick from the Health Department has initiated an online survey asking the community what games they would like to see included. We anticipate the collection will be purchased, cataloged and ready to circulate by early 2026.

-Library staff are out and about this summer and outreach events include Food Truck Fridays and the Farmer's Market.

- On Monday, 7/21 Library staff attended West Allis Night Out and 25 new library cards were issued. This is a record for outreach events.

## J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Alderperson Turner. Motion approved. The meeting was adjourned at 7:55 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.