



City of West Allis

Meeting Minutes

Library Board

Wednesday, October 25, 2023

7:00 PM

West Allis Public Library
7421 W. National Ave.

A. Call to Order

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

B. Roll Call

Present 7 - Jamie Arneson, Barbara Hart, Adam Hengel, Cathy Manthei, Jody Rymaszewski, Elizabeth Suelzer, Ray Turner
Excused 1 - Darren Rausch

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

C. Approval of Minutes

1. Library Board Meeting Minutes September 27, 2023

Attachments: [Library Board Meeting Minutes September 27, 2023](#)

Ms. Hart moved to approve the September 27, 2023 Library Board minutes as written. Second by Alderperson Turner. Motion approved.

D. Statements by Citizens

None.

E. Correspondence

Michael Koszalka September 2023 Communication

Attachments: [Letter to Womans Club of West Allis 9.28.23](#)

Greater Milwaukee Foundation Communication September 2023

Attachments: [Greater Milwaukee Foundation Communication September 2023](#)

F. Claims and Finance Report

2. October 2023 Claims and Finance Report

Attachments: [October 2023 Claims and Finance Report](#)

Ms. Hart moved to approve the October 2023 Claims and Finance Report. Second by Alderperson Turner. Motion approved.

G. Unfinished Business

3. 2024 Library Operating Budget

Attachments: [City Of West Allis 2024 Budget Timeline](#)
[2024 proposed budget](#)

The 2024 Library operating budget was approved by the Common Council with no changes.

H. New Business

4. MCFLS Update

Greenfield Public Library has a new director, Jennifer Einwalter.

MCFLS will hold an all day meeting in January to start its strategic planning process. They have posted a survey on their website to collect patron feedback on their services.

5. 2024 Library Holidays and Closings

Attachments: [2024 Schedule of Holidays and Closings](#)

Ms Hart moved to approve the 2024 library holidays and closings. Second by Ms. Rymaszewski. Motion approved.

6. November and December Meeting Dates

The final Library Board meeting of the year will take place on Wednesday, November 29, 2023 at 7:00 p.m.

7. Trustee Essentials-Chapter 27-Trustee Orientation and Continuing Education

Attachments: [Trustee Essentials-Chapter 27-Trustee Orientation and Continuing Education](#)

Present 8 - Jamie Arneson, Barbara Hart, Adam Hengel, Darren Rausch, Cathy Manthei, Jody Rymaszewski, Elizabeth Suelzer, Ray Turner

I. Library Director's Report

-200 copies of the West Allis Reads book were distributed to the community. Ms. Suelzer and Alderperson Turner took part in a virtual Q and A with the author, Dawnie Walton. Book discussions took place at the Senior Center, West Allis-West Milwaukee Recreation Department and at the Library with Mayor Devine. Sarah Lange, Adult Librarian, did a great job coordinating all of the events.

-Kone, the vendor that will be upgrading the Library elevator, did a site evaluation on October 19th. They have to order parts which will take 14-16 weeks to be fabricated. The work will take 3-4 weeks to be completed. Work is expected to begin during the first quarter of 2024.

J. Adjournment

There being no further business, Ms. Rymaszewski moved to adjourn. Second by Alderperson Turner. Motion approved. The meeting was adjourned at 7:41 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.