



# City of West Allis

## Meeting Minutes

### Library Board

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Wednesday, April 23, 2025

7:00 PM

West Allis Public Library  
7421 W. National Ave.

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#### A. Call to Order

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

#### B. Roll Call

**Present** 6 - Jamie Arneson, Barbara Hart, Darren Rausch, Jody Rymaszewski, Angela Collings, Ray Turner

**Excused** 3 - Cathy Manthei, Elizabeth Suelzer, Amelia Bursi

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

#### C. Approval of Minutes

1. Library Board Meeting Minutes March 26, 2025

**Attachments:** [Library Board Meeting Minutes March 26, 2025](#)

Ms. Hart moved to approve the March 26, 2025 Library Board meeting minutes as written. Motion approved.

#### D. Statements by Citizens

None.

#### E. Correspondence

Mr. Jason Mendoza April 2025 Communication

**Attachments:** [Mr. Jason Mendoza April 2025 Communication](#)

The Library Board directed Michael Koszalka, Library Director, to revise the letter and offer Mr. Mendoza the opportunity to attend the program with a chaperone.

#### F. Claims and Finance Report

2. April 2025 Claims and Finance Report

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

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

#### G. Unfinished Business

None.

#### H. New Business

**3. MCFLS Update**

93.3 FM hid a treasure hunt clue within the Library and their audience was challenged to solve it to win a prizes. This was part of the Great Library Treasure Hunt MCFLS initiative.

The Institute of Library And Museum Studies, a federal agency, is being dismantled. This will affect the Library Services division of the Wisconsin Department of Instruction. Badgerlink and internet access will be affected. Please contact your legislators to advocate for a restoration of funding.

**4. West Allis A La Carte**

West Allis A La Carte will take place on Sunday, June 1st from 11-5 pm. Library Board volunteers are needed to staff the Library's table.

**5. Trustee Essentials-Chapter 15- The Library Board and the Public Records Law**

**Attachments:** [Trustee Essentials-Chapter 15-The Library Board and the Public Records Law](#)

**I. Library Director's Report**

-Brynne Norgard has been hired as a part-time Librarian. She is a recent graduate of the MLIS program at the University of Wisconsin-Milwaukee and also has a Master's degree in Irish writing from the University of Dublin.

-Ani Injasoulian has been hired as a part-time Library Assistant. She also works for the Milwaukee Film Festival.

-Liz Vacca has been hired as a part-time Circulation Services Representative. She has extensive customer service experience.

-1,200 lamps in the Library's overhead lights need to be replaced. The Department of Public Works will complete this project as time permits.

-The last meeting of the Library Strategic Planning Committee will take place May 29th. A draft will be presented at the October Library Board meeting.

-A finalist for the City Administrator position has been selected and will be introduced soon.

-The Library's print circulation was up 6 percent in March and over 1,500 patrons attended programming.

**J. Adjournment**

There being no further business, Ms.Hart moved to adjourn. Second by Alderperson Turner. Motion approved. The meeting was adjourned at 7:42 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.