



# City of West Allis

## Meeting Minutes

### Library Board

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Wednesday, September 24, 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 8-Amelia Bursi, Angela Collings, Barabara Hart, Amy Hutter, Darren Rausch, Jody Rymaszewski, Elizabeth Suelzer, Ray Turner*

*Excused 1-Jamie Arneson*

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

#### C. Approval of Minutes

1. Library Board Meeting Minutes August 27, 2025

**Attachments:** [Library Board Meeting Minutes August 27, 2025](#)

Ms Suelzer moved to approve the August 27, 2025 Library Board minutes as written. Second by Ms. Hart. Motion approved.

#### D. Statements by Citizens

None.

#### E. Correspondence

Mr. Larry Kuligowski August 2025 Communication

**Attachments:** [Mr. Larry Kuligowski August 2025 Communication \(2\)](#)

Ms. Tracy Brown August 2025 Communication

**Attachments:** [Ms. Tracy Brown August 2025 Communication](#)

Adult Summer Reading Statistics 2025

**Attachments:** [Adult Summer Reading Statistics 2025](#)

2026 West Milwaukee Cost per Circ Worksheet

**Attachments:** [2026 West Milwaukee Cost per Circ Worksheet](#)

#### F. Claims and Finance Report

2. September 2025 Claims and Finance Report

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

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

## G. Unfinished Business

### 3. 2026 Library Operating Budget

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

Erin Hirn, West Allis City Administrator, visited the Library on September 8th to discuss the budget. The Library materials budget will remain at \$250,000 for 2026.

## H. New Business

### 4. MCFLS Update

Milwaukee Public Library and Wauwatosa Public Library have begun a pilot study to examine lowering barriers to library access for patrons without the ID necessary to receive a library card.

MCFLS is asking for member libraries to reinvest in Libby, the Wisconsin Digital Library. This would create more copies for a Lucky Day collection for MCFLS patrons.

### 5. Staff In-Service Training

Ms. Hart moved to approve a staff in-service day on Tuesday, February 10th, 2026. Second by Alderperson Turner. Motion approved. The Library will be closed to the public on February 10th to allow staff to attend all day training.

### 6. Trustee Essentials-Chapter 20-The Library Board and Building Accessibility

**Attachments:** [Trustee Essentials-Chapter 20-The Library Board and Building Accessibility](#)

## I. Library Director's Report

- The Library strategic plan is almost complete and a draft will be presented to the Library Board at the October or combined November/December meetings.
- The Library is still recruiting for an evening weeknight part-time Cleaner.
- West Allis Reads programming continues. The book is the Connellys of County Down. There are related events including the following:
  - The Horwitz-DeRemer Planetarium is presenting a program on Tales and Tails of the Night Sky on Thursday, September 25th.
  - On Saturday, October 4th Irish music band Ceol Cairde will be playing a concert in the Library.
  - On Wednesday, October 8th West Allis Reads author Tracey Lange will be at the Library for a Q and A session.
- Erin Hirn, West Allis City Administrator, will be in attendance at the October Library Board meeting.
- New limited edition library cards are being issued to patrons who want them. The two designs are the winners from the design contest held last year.
- The Children's Department reached 350 students in August at outreach events and Popsicles and Paint was another success with 78 attendees.

## J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Ms. Collings. Motion approved. The meeting was adjourned at 7:44 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.