

City of West Allis

Matter Summary

7525 W. Greenfield Ave.
West Allis, WI 53214

File Number	Title	Status
2010-0027	Communication	Introduced
<p>Communication from the Library Director and Library Board President requesting a transfer of operating budget funds to complete library carpeting project.</p> <p>Introduced: 1/19/2010</p> <p>Controlling Body: Administration & Finance Committee</p>		

COMMITTEE RECOMMENDATION *approve*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>MAY 04 2010</u>			Barczak				
			Czaplewski				
			Kopplin	✓			
			Lajsic				✓
		X	Narlock	✓			
			Reinke	✓			
			Roadt				
			Sengstock				
			Vitale				✓
			Weigel				✓
		TOTAL		3			2

SIGNATURE OF COMMITTEE MEMBER

Kurt Kozgal
 Chair Vice-Chair Member

COMMON COUNCIL ACTION **APPROVAL**

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>MAY 04 2010</u>			Barczak	✓			
			Czaplewski	✓			
		✓	Kopplin	✓			
			Lajsic				✓
			Narlock	✓			
			Reinke	✓			
			Roadt	✓			
			Sengstock	✓			
			Vitale				✓
			Weigel				✓
		TOTAL		7			3



RECEIVED

JAN - 4 2010

CITY OF WEST ALLIS
CLERK/TREASURER

PUBLIC LIBRARY
7421 West National Avenue
West Allis, Wisconsin 53214-4699

December 22, 2009

Honorable Mayor Devine and
Members of the Common Council
City Hall
West Allis, Wisconsin 53214

Dear Mayor Devine and Members of the Common Council:

RE: TRANSFER OF OPERATING BUDGET FUNDS TO COMPLETE LIBRARY
CARPETING PROJECT (Main Floor-Public Areas)

As you may recall, the library is in the midst of a major re-carpeting project. The original carpeting has been in place for over 20 years and is in need of replacement. The re-carpeting project is a specific goal in the library's 2007-2009 Strategic Plan, which states, "Patrons and staff should find the library to be a comfortable and maintained facility. By January 2009, the carpeting in both public and staff areas should be replaced."

While re-carpeting continues to be a high priority so that the library will remain current in appearance and comfortable for our patrons, we are somewhat behind the schedule established in our Strategic Plan. The project is being done in phases and as funding allows. Carpeting was purchased in 2007 for the main floor workrooms, in 2008 for the public circulation area, and in 2009 for the remainder of the main (first floor) public areas.

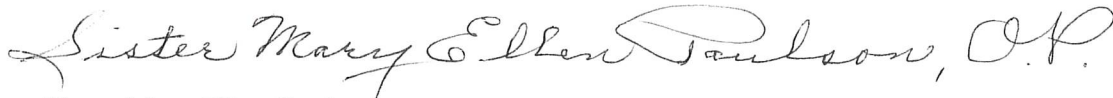
The library will again have funds remaining in salary accounts at the end of this year as a result of two more retirements and several positions that have not yet been filled. The Board considered these developments at a meeting held earlier this year and voted unanimously to approve an operating budget transfer of up to \$40,000 to finish the main (first floor) public areas.

The Library Board works very hard to follow the spending guidelines suggested by the City and has always been very cautious with the library's budget. We respectfully request that you approve a transfer of \$31,775, which is the amount needed for this phase of the project, from one of the salary accounts (100-3505-555-11.01) to a capital account (100-3507-555-70.01).

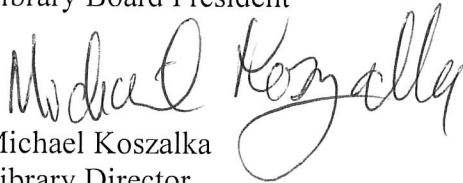
Mayor Devine and the
Members of the Common Council
December 22, 2009
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We appreciate your consideration and past support. Should you have any questions or concerns, please contact Michael Koszalka at 302-8534.

Sincerely,



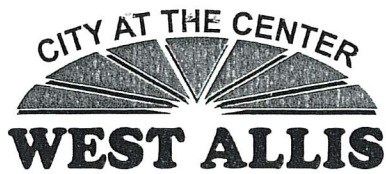
Sister Mary Ellen Paulson
Library Board President



Michael Koszalka
Library Director

JN

c: Library Board
Paul Ziehler, City Administrative Officer
Gary Schmid, City Comptroller and Finance Manager



CITY CLERK/TREASURER'S OFFICE
414/302-8200 or 414/302-8207 (Fax)
www.ci.west-allis.wi.us
Paul M. Ziehler
City Admin. Officer, Clerk/Treasurer
Monica Schultz
Assistant City Clerk
Rosemary West
Treasurer's Office Supervisor

May 10, 2010

Michael Koszalka
Library Director

Dear Mike:

On May 4, 2010, the Common Council approved your request of a transfer of operating budget funds to complete the library carpeting project.

Sincerely,

Monica Schultz
Assistant City Clerk

/amn