



# City of West Allis

## Meeting Minutes

### Library Board

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Wednesday, December 3, 2025

7:00 PM

West Allis Public Library  
7421 W. National Ave.

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

#### A. Call to Order

#### B. Roll Call

**Present** 7 - Jamie Arneson, Barbara Hart, Elizabeth Suelzer, Amelia Bursi, Ray Turner, Amy Hutter, Jody Rymaszewski  
**Excused** 2 - Darren Rausch, Angela Collings

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

#### C. Approval of Minutes

1. Library Board Meeting Minutes October 22,2025

Attachments: [Library Board Meeting Minutes October 22, 2025](#)

Ms. Hart moved to approve the October 22, 2025 Library Board meeting minutes as written. Second by Alderperson Turner.

#### D. Statements by Citizens

None.

#### E. Correspondence

None.

#### F. Claims and Finance Report

2. December 2025 Claims and Finance Report

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

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

#### G. Unfinished Business

#### H. New Business

3. MCFLS Update

-A RFP (Request for Proposal) for MCFLS delivery service was considered by the Library Director's Advisory Committee. It was determined that the current delivery service is doing a good job so there will be no RFP.

-Paul Ziehler has stepped down as the MCFLS Board President. Current West Allis Library Board member Liz Suelzer was elected President. Mr. Ziehler will retain a seat on the Board.

**4. Request from Street Angels**

Ms. Hart moved to approve the Street Angels request to have a mobile shower trailer in the Library parking lot on a weekly basis. Second by Ms. Rymaszewski. Motion approved.

**5. Performance Evaluation of the Library Director**

**Attachments:** [Library Director Performance Eval Timeline](#)

[Library Director Evaluation Policy](#)

**The Library Board tabled this item until the January meeting.**

Trustee Essentials-Chapter 22-Freedom of Expression and Inquiry

**Attachments:** [Trustee Essentials-Chapter 22-Freedom of Expression and Inquiry](#)

**I. Library Director's Report**

-The Library has received a request for reconsideration from a citizen and a response will be forthcoming.

**J. Adjournment**

There being no further business, Ms. Suelzer moved to adjourn. Second by Alderperson Turner. Motion approved. The meeting was adjourned at 7:39 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.