# Meeting Minutes
# Library Board

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| **Wednesday, July 22, 2026** | **7:00 PM** | **West Allis Public Library**<br>**7421 W. National Ave.** |

## A. Call to Order

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

## B. Roll Call

**Present** 7 - Barbara Hart, Amelia Bursi, Ray Turner, Angela Collings, Jody Rymaszewski, Darren Rausch, Carrie Zagzebski

**Excused** 2 - Elizabeth Suelzer, Amy Hutter

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

## C. Approval of Minutes

**1.** Library Board Meeting Minutes June 24, 2026

***Attachments:*** Library Board Meeting Minutes June 24, 2026

Library Board Meeting Minutes Supplemental Agenda June 24, 2026

**Ms. Hart moved to approve the June 24, 2026 Library Board minutes and the supplemental minutes. Second by Ms. Collings. Motion approved.**

## D. Statements by Citizens

**None.**

## E. Correspondence

Greater Milwaukee Foundation June 2026 Communication

***Attachments:*** Greater Milwaukee Foundation Communication June 2026

## F. Claims and Finance Report

**2.** July 2026 Claims and Finance Report

***Attachments:*** July 2026 Claims and Finance Report

**Ms. Hart moved to approve the July 2026 Claims and Finance Report. Second by Alderperson Turner. Motion approved.**

## G. Unfinished Business

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

***Attachments:*** Library Director Evaluation Policy

Library Director Performance Eval Timeline

Library Director Evaluation Feedback

**Mr. Rausch stated it was the intention of the Library Board to convene in closed session at said time and place, to consider and vote on a motion to discuss the Library Director's performance evaluation and to take such further action as may be necessary and appropriate in this matter. A closed session for the above purpose is authorized pursuant to the provisions of Section 19.85(1)(c) of the Wis. Stats. which permits a governmental body upon motion duly made and carried, to convene in closed session for the purpose of considering employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**
**A motion was made by Ms. Hart to go into closed session at 8:10 p.m. Second by Ms. Bursi.**
**At 8:53 p.m. a motion was made by Ms. Collings to convene in open session. Second by Ms. Hart.**

## H. New Business

**4.** MCFLS Update

**None.**

**5.** Recommendation from the Library Director to revoke the privileges of a library patron

***Attachments:*** Mr. Charles Hoffman July 2026 Communication

**Ms. Hart moved to affirm the ban on Mr. Hoffman. Second by Ms. Bursi. Motion approved.**

**6.** Discussion and possible action: Should banned library patrons be allowed to participate in the "Showers of Hope" program

**Ms. Hart moved to allow banned patrons to participate in the Showers of Hope program provided they use the showers and leave immediately. Second by Ms. Zagzebski. This will be reevaluated at the end of the 2026 shower season. The letter patrons receive when they are banned will include this information.**

**Alderperson Turner abstained.**

**7.** Election of Officers

**Ms. Collings moved to keep the current slate of officers. Second by Alderperson Turner. Motion approved.**

**8.** Request from the Library Director to have signs posted on Library property stating that "Library Grounds are Closed Daily between 9:00pm and 8:00am".

**Ms. Hart moved to approve the signs stating that Library grounds are closed between 9:00 pm and 8:00 am. Second by Ms. Collings. Motion approved.**

**Alderperson Turner abstained. Mr Rausch voted no.**

**9.** Request by the Library Director to implement an internal reorganization involving Librarian and Circulation Services Representative positions

**Ms. Hart moved to approve the internal reorganization. Second by Ms. Collings. Motion approved.**

**10.** Trustee Essentials-Chapter 2-Who Runs the Library?

***Attachments:*** Trustee Essentials-Chapter 2-Who Runs the Library

## I. Library Director's Report

**-Mike Koszalka, Library Director, and Emily Rutter, Library Services Manager, will meet with Kevin Eipperle from FEH Design. The firm specializes in library design and Kevin was the architect that worked on the current library building. A space needs assessment will be performed.**
**-Library usage statistics reflect growth in every area. The Children's programs this summer have been very popular with some Wednesday programs having over 300 patrons attending.**

## J. Adjournment

**There being no further business, Ms. Hart moved to adjourn. Second by Ms. Rymaszewski.. Motion approved. The meeting was adjourned at 8:54 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.

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**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.