Administration
414.302.8501

Circulation
414.302.8503

Reference
414.302.8500

Children's
414.302.8502

August 5, 2026

"Clay"
Address unknown

Sir,

Since July 15, 2026 your behavior while visiting the West Allis Public Library has been unacceptable and in violation of the Library Code of Conduct. A pattern of improper and offensive incidents have occurred where you have verbally attacked and sexually harrassed female staff – as well as being inebriated/high while at the library. This includes the following incidents:

- 7/15/2026 at 2:00pm where a librarian found you lying on the floor and attempted to wake you. It took several individuals to awaken you and you appeared to be impaired. Library staff repeatedly directed you to leave and you responded by telling staff to "shut the F..k up."
- 7/22/2026 at 5:30pm you were inebriated and approached a female library staff person, made advances to her, and physically cornered her near the atrium restrooms. After she told you that she was married and not interested, you followed the staff person into the Constitution Room where she was working to prepare the room for a meeting. She told you that your actions were making her uncomfortable and you continued to approach her closer until the staff person exited the room and reported the situation to a librarian. The Library Director was informed of the incident and he discovered you making unwanted advances to a female patron with a small child. After being told to leave immediately you exited and sat outside. The director told you to leave library property or police would be called. It took three interactions before you left. The director noted that you were intoxicated by the strong smell of alcohol.
- 7/25/2026 at 1:15pm library staff repeatedly asked you to wake up and again you appeared to be under the influence. It took four attempts by a librarian before you complied with her directive for you to leave. On the way out you told her she was "irritating" you.
- 7/30/2026 at 5:30pm a librarian repeatedly asked you to wake up and eventually directed you to leave. You responded that she should, "chill the F..k out" and continued to swear at her, until eventually leaving.
- 7/31/2026 at 3:20pm you were woken by a librarian and asked to stay awake and take a cigarette out of your hand. About two minutes later she had to repeat that

directive as you had again fallen asleep, and she asked you to leave for the day. You again appeared intoxicated and or high.

- 8/3/2026 at 7:30pm you verbally yelled sexual suggestions to the same staff person from 7/22/2026 while she was removing trash outside on the parking lot side of the library. You loudly said, "oh damn girl" repeatedly to the female staff person while she was completing her tasks and made loud moaning noises directed at her.
- 8/4/2026 at 8:00pm you again made similar noises towards the same female staff person from 7/22/2026 and 8/3/2026. She reported the incident to her supervisor and librarians approached you, told you that you were harrassing staff, and to leave library property. Your response was to yell at the librarians to "go the F..k back inside" and to leave you alone. All of your comments included profanity and swearing. Eventually you departed and left an empty bottle of vodka.

The above incidents clearly indicate a chronic pattern where you blatently disregard the rules of conduct expected from every person visiting the library. Your abhorrent behavior towards female library staff will not be tolerated.

As a result of your serious violation of the West Allis Public Library Code of Conduct, your library privileges cease, and **you are immediately banned from the West Allis Public Library**. Effective immediately, **you may not be present in the building or on any part of the library grounds including the parking lot or building entrances.**

At its August 26, 2026, meeting the West Allis Public Library Board of Trustees will vote to affirm this ban.

If you ignore or violate this order, police will be called, and you will be charged appropriately.

Sincerely,

Michael Koszalka, Library Director

cc: West Allis Public Library Board of Trustees
West Allis Police Department