

MINUTES OF THE LIBRARY BOARD

December 13, 2017 Meeting

Constitution Room-West Allis Public Library
7421 W National Avenue

Ms. Suelzer called the December 13, 2017 Library Board meeting to order at 7:00 p.m.

Present: Ms. Boening, Ms. Johns-Konkol, Ms. Hart, Mr. Hengel,
Ms. Rymaszewski, Ms. Suelzer, Ms. Wadewitz, Alderperson Marty Weigel

Excused: Ms. Lerch

Staff Present: Michael Koszalka, Library Director
Lisa VandenBoom, Librarian IV

Others Present: Rebecca Grill, City Administrator

Approval of Minutes

Ms. Wadewitz moved to accept the minutes of the September 27, 2017 meeting as written. Second by Alderperson Weigel. Motion carried. Ms. Wadewitz moved to accept the minutes of the October 25, 2017 minutes with one change. Second by Alderperson Weigel. Motion carried. The sentence concerning the public hearing on the 2018 budget under the item "2018 Library Operating Budget" had the incorrect year. This was changed to 2018.

Statements by Citizens

None.

Correspondence

A letter from Michael Koszalka, Library Director, to Rafael Zamora dated November 2, 2017 will be discussed under New Business, Item #3.

A letter from Eloise Schwarz, Leader Emeritus of the Metro Milwaukee Chapter of the Hearing Loss Association of Milwaukee, to Lisa VandenBoom, Librarian IV, dated November 29, 2017 was included in tonight's packet. It thanks the Library for use of the hearing looped meeting room.

A letter from Dan Devine, Mayor, to the members of the West Allis Common Council dated December 5, 2017 was also included in tonight's packet. It details the appointment of Michelle Boening to the Library Board.

(Mr. Hengel present at this point.)

Reports-Claims and Finance

The Board reviewed the December Claims and Finance Report. Alderperson Weigel moved to accept the report, including approval of claim numbers 5410 to 5443 in the amount of \$184,917.73. Second by Alderperson Weigel. Motion carried.

Old Business

1. 2018 Library Operating Budget

The 2018 Library Operating Budget was passed by the Common Council with no revisions.

New Business

1. MCFLS Update

The MCFLS Board has interviewed four candidates for the position of system Director which was vacated by Bruce Gay at the end of November.

2. Pay for Performance and Core Competencies presented by Rebecca Grill, City Administrator

Ms. Grill outlined the Core Competencies and the new Pay for Performance program.

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

The Board reviewed the incidents involving Rafael Zamora as outlined in Mr. Koszalka's November 2nd, 2017 letter. Alderperson Weigel moved to accept the recommendation of the Library Director to revoke the privileges of Mr. Zamora. Second by Ms. Rymaszewski. Motion carried.

4. Terchak Trust Fund Report-Request funds for Children's Department bathrooms refurbishment

The Library Board reviewed the Terchak Trust Fund Report. Ms. Wadewitz moved to approve the request for the Children's Department bathrooms refurbishment. Second by Ms. Johns-Kokol. Motion carried.

Director's Report

Mr. Koszalka reported:

- The Library celebrated its 100th birthday with cake, incentives, and trivia. Emily Rutter, Alyssa Nelson, and Ashley Wagner worked hard to make the event a success. Eighty nine people entered the trivia contest with fourteen daily winners and three grand prizes. Other events during the week included the Pajama Jam with over 50 attendees and Star Wars night, attended by 35 people.
- Sarah Poppie will be filling one of the open Librarian full-time positions starting January 3rd. Ms. Poppie has worked at the Middleton, Stoughton, and Verona Public Libraries and is fluent in Spanish.

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- Natalie LaRocque, full-time Librarian , has resigned. She is moving to the Chicago area with her family due to her husband's new job.
- Patricia Mealins, full-time Circulation Services Representative, has resigned. She has taken a position in her former field.
- Anne Marie Thomas, part-time Librarian, has resigned. She prefers cataloging work which she does part-time at the Wauwatosa Public Library.
- Attendance at Library programs in 2017 has almost reached 10,000 patrons.
- On November 21st, two teens attacked another teen in the Library's atrium. The victim wouldn't talk to police about the incident. Police continue to investigate.
- On Monday, December 18th work will begin to replace all of the lights in the building. The current bulbs will be replaced by LED lighting. It is expected to take 8 days with the work taking place overnight so that library service will not be interrupted.
- Beginning January 1st, 2018 all City boards and commissions will be using the Legislative Information Center to create agendas and minutes. The Library Board will have a customized template that will resemble the current agendas and minutes as much as possible.

Adjournment

There being no further business, Ms. Suelzer moved to adjourn. Second by Alderperson Weigel. Motion carried and the meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Jody Rymaszewski,
Secretary