



PUBLIC LIBRARY
7421 West National Avenue
West Allis, Wisconsin 53214
www.westalliswi.gov

Ms. Jane Huttner
2211 S. 69th Street
West Allis, WI 53219

March 7, 2018

Dear Ms. Huttner:

On February 28, 2018 the West Allis Public Library Board of Trustees discussed at length the details resulting in your loss of privileges at the Library. At the core of their discussion was the question of how could we assist you with your hygiene problem, so that you could once again utilize the Library?

Ultimately, the board members decided to extend your ban for 65 days, and during that period a City of West Allis Health Nurse would contact you and attempt to work with you to resolve the problems that currently leave you banned from being present on Library property.

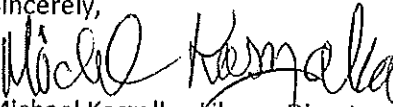
Nurse Shelly Zajdel from the City of West Allis Health Department will soon contact you. She can greatly assist with a wealth of resources that may work to improve your health and hopefully resolve the primary reasons for your expulsion. If you would like to contact Ms. Zajdel, you can easily do so by calling (414) 302-8600.

If you are able to resolve the issues that resulted in your loss of Library privileges, the West Allis Public Library Board of Trustees would be open to re-assessing the current ban. However, that will involve active participation and cooperation with Ms. Zajdel as well as proven changes in your personal hygiene. It is the sincere hope of the board members that you will be able to make the necessary changes. At the April 25, 2018 Library Board meeting, the board will be appraised of any reported progress and determine at that juncture if your ban will be extended or terminated. Until that time you have the following options:

- A thirty-day period in which to request an administrative review of the decision.
- If such a request is made the Library Board will make a decision regarding your appeal within fifteen days.
- If the Library Board affirms its initial decision you have 30 days to submit an appeal to the Administrative Appeals Review Board of the City of West Allis.

Your library privileges are revoked at the West Allis Public Library and you are hereby ordered not to enter the West Allis Public Library, or to be present on library property. If you attempt to do so the West Allis Police Department will be immediately contacted and appropriate charges will be considered.

Sincerely,


Michael Koszalka, Library Director

C: West Allis Public Library Board of Trustees
Shelly Zajdel, City of West Allis Health Department

Administration (414) 302-8501
Circulation/Other Inquiries... (414) 302-8503

Reference (414) 302-8500
Children's (414) 302-8502