



Administration

414.302.8501

Circulation

414.302.8503

Reference

414.302.8500

Children's

414.302.8502

September 3, 2020

Ms. Valerie Fisher
Address unknown

Dear Ms. Fisher,

The staff of the West Allis Public Library has strongly principled goals and obligations for providing a safe, friendly, and welcoming environment to all who use the facility. Foremost in upholding these principles, the library has formulated policies that clearly describe codes of conduct expected to be adhered to by patrons. When these expectations of behavior are violated, the Library Code of Conduct Policy includes a statement that ***loss of library privileges will result.***

You have chronically violated key precepts of the West Allis Public Library Code of Conduct including, but not limited to the following incidents:

- December 14, 2019 at 4:00pm – Complaint from a male patron that you were in the atrium men's restroom.
- January 19, 2020 at 9:06pm – Staff had a difficult time getting you to leave the building at the 9:00pm close. You had been reminded at 8:45pm that the Library was closing. Staff was forced to go into the restroom and firmly tell you to leave.
- January 30, 2020 at 8:00pm – You did not comply with Library procedure that staff dial out when allowing a patron to use our business phones. You became aggressive with staff and took the phone from the Library staff person.
- July 1, 2020 from 12:39pm to 2:11pm – You locked yourself inside one of the Children's Department restrooms and stayed in the room from 12:39pm to 2:11pm. You would not comply with staff requests to leave the restroom, and were reminded that adults are not allowed to use Children's Department restrooms unless they are accompanying their own child. Additionally, patrons are asked to limit their visits to 30 minutes and you were informed of that.
- July 9, 2020 at 4:28pm – Library staff observed you writing on a sign and then leaving the Library. You wrote vulgarities on the sign.
- July 16, 2020 – Custodial staff reported finding graffiti written on the women's restroom stall after you vacated the bathroom, and also found the lock to the restroom had been tampered with.
- July 28, 2020 at 10:42am – You tried placing personal items in the Children's department girls bathroom and locking the door. You were reminded to use the restrooms for adults on the first floor. You became argumentative and sat on the floor in the Children's department.
- August 25, 2020 at 1:45pm – Police were in the Library asking if staff had seen you recently. The officer was responding to a call from a patron who stated you were standing at her car door harassing her.
- August 24, 2020 at 2:45pm and August 25, 2020 at 2:00pm – Custodial staff noticed that you had locked the stall doors in the women's restroom directly after you vacated the room. It is presumed that you locked the other stall doors and utilized the handicapped stall so that no other persons could use the restroom.

- August 26, 2020 at 2:45pm – More vulgar graffiti was left on restroom stall door directly after you vacated it.
- August 31, 2020 at 11:30am – You asked staff to make an emergency call for her and when you refused to write the number down so staff could accurately dial it, you grabbed the staff phone. You became angry and knocked books from a display. You were subsequently asked to leave the building. However, you stayed in the atrium and angrily stared at a staff person. A Librarian directed you to leave the building for the remainder of the day.
- August 31, 2020 at 4:40pm – Custodial staff noticed you laughing as you exited the atrium women's restroom and left the building. The mother and her three young children inside the restroom were left in the dark and were not amused. You had already been told earlier in the day by staff to leave the Library, but you chose to ignore that directive.
- September 3, 2020 at 12:35pm – An older Library patron complained that you had turned off the lights in the atrium restroom while she was in a stall, and stated that you threatened to "lock in" the woman. The victim was close to tears and very upset when reporting the incident to staff. When the custodian checked the restroom a short time later, he noticed that you had placed glue around the seat of the handicap toilet.

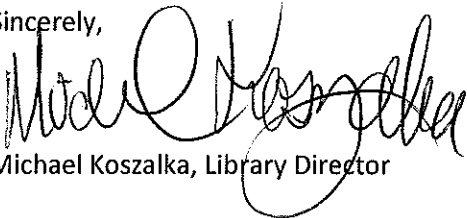
Library staff has demonstrated great patience and restraint with your consistent, disruptive behavior, but you are not interested in complying with the Library Code of Conduct. The above incidents clearly demonstrate that you continuously show complete disregard for established policies of expectations for behavior at the West Allis Public Library.

As a result of your chronic, inappropriate behavior and violation of the 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.

At its September 23, 2020 meeting, the West Allis Public Library Board of Trustees will vote to affirm this ban.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Koszalka", written over a horizontal line.

Michael Koszalka, Library Director

Cc: West Allis Public Library Board of Trustees