



# City of West Allis

## Meeting Minutes

### Library Board

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Wednesday, January 25, 2023

7:00 PM

West Allis Public Library  
7421 W. National Ave.

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#### A. Call to Order

Ms. Suelzer called the meeting to order at 7:00 p.m.

#### B. Roll Call

*Present: Gloria Dohearty, Barbara Hart, Adam Hengel, Jody Rymaszewski, Elizabeth Suelzer, Alderperson Ray Turner, and Michelle Wadewitz*

*Excused: None*

*Others present: Andrew Nettesheim*

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

#### C. Approval of Minutes

##### 1. Library Board Meeting Minutes December 6, 2022

**Attachments:** [Library Board Meeting Minutes December 6, 2022](#)

Ms. Hart moved to approve the December 6, 2022 Library Board meeting minutes as written. Second by Alderperson Turner. Motion approved.

#### D. Statements by Citizens

None.

#### E. Correspondence

Mr. Bill Radonski December 2022 Communication

**Attachments:** [Mr. Bill Radonski Communication December 2022](#)

Mr. Michael J. Pitts Communication December 2022

**Attachments:** [Mr. Michael J. Pitts Communication December 2022](#)

Greater Milwaukee Foundation December 2022 Communication

**Attachments:** [Greater Milwaukee Foundation December 2022 Communication](#)

Mary Ruelle Resolution

**Attachments:** [Mary Ruelle Resolution](#)

2022 West Allis Public Library Use Summary

**Attachments:** [2022 West Allis Public Library Use Summary](#)

## **F. Claims and Finance Report**

2. January 2023 Claims and Finance Report

**Attachments:** [January 2023 Claims and Finance Report](#)

Ms. Hart moved to approve the January 2023 Claims and Finance Report.  
Second by Alderperson Turner. Motion approved.

## **G. Unfinished Business**

3. Terchak Fund Request-Repair/Replacement of Elevator

**Attachments:** [Terchak trust fund report February 2023](#)

Bids for elevator repair or replacement will be discussed at the February Library Board meeting.

## **H. New Business**

4. MCFLS Update

Wauwatosa Public Library has eliminated overdue fines on all items.

5. Statement of Effectiveness for 2022 Library Annual Report

**Attachments:** [Statement of Effectiveness for 2022 Annual Report](#)  
[2021 Statement of Effectiveness](#)  
[Statement of Effectiveness for 2022 Annual Report-Draft](#)

Mr. Koszalka was directed to create a statement of effectiveness that will be voted on at the next meeting.

6. Trustee Essentials-Chapter18-Library Board Appointments and Composition

**Attachments:** [Trustee Essentials-Chapter18-Library Board Appointments and Composition](#)

## **I. Library Director's Report**

- On Friday, December 23rd the Library was closed due to inclement weather.
- Library Director Mike Koszalka and Emily Rutter, Adult and Circulation Supervisor, have met with staff from the Senior Center, Health Department, and the West Allis-West Milwaukee Recreation department to discuss collaboration. Ideas include genealogy classes, book clubs, book talks and a variety of other ideas.
- A Public Health social worker has been hired by the Health department. She will eventually have regular hours at the Library to help patrons in need.
- The Library's Winter Week event took place Tuesday, January 17th. The theme was Alice in Wonderland. Eighty people attended. It included a storytime, trivia, glow stick party, and crafts.
- Bill Radonski donated \$10,000 to the Library. The money will be placed in the Library's trust fund.
- Marion Jane Ellert, former City employee, left \$500,000 to the Friends of the Library. The money was signed over to the Library and will be placed in the Library's trust fund. More money is expected from her estate in the spring of 2023.
- Beth Henika, Children's Services Supervisor, has accepted a job at Milwaukee Public Library. Her last day will be January 31st.
- Emily Rutter, Adult and Circulation Supervisor, compiled a report on 2022 library use.

## J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Alderperson Turner. The meeting was adjourned at 8:04 p.m.

*Respectfully submitted,*

*Jody Rymaszewski, Secretary*



All meetings of the {bdName} 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.

#### **NON-DISCRIMINATION STATEMENT**

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

#### **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.