



City of West Allis

Meeting Minutes

Library Board Subcommittee

Thursday, September 5, 2019

6:30 PM

West Allis Public Library
7421 W. National Ave.

Strategic Planning

A. Call to Order

Michael Koszalka, Library Director, called the meeting to order at 6:30 p.m.

B. Roll Call

Staff Present: Ellen Dobrogowski, Supervisor of Technical Services, Emily Rutter, Supervisor of Adult and Circulation Services, Ashley Wagner, Administrative Support Specialist, and Michael Koszalka, Library Director

Excused: Beth Henika, Supervisor of Children's Services

Library Board members present: Barbara Hart

C. Approval of Minutes

Library Board Strategic Planning Subcommittee Meeting Minutes August 9, 2019

Attachments: [Library Board Strategic Planning Subcommittee Meeting Minutes August 9, 2019](#)

Ms. Rutter moved to approve the August 8, 2019 Library Board Strategic Planning Subcommittee minutes. Second by Ms. Dobrogowski. Motion approved.

D. Unfinished Business

Review of the 2016-2018 West Allis Public Library Strategic Plan

Attachments: [West Allis Public Library Strategic Plan 2017-2018](#)

West Allis Public Library Key Statistical Indicators-2015-2018

Attachments: [West Allis Public Library Key Statistical Indicators 2015-2018](#)

Staff Strategic Plan Questionnaire

Attachments: [Staff Strategic Plan Questionnaire](#)

Possible Strategic Plan Stakeholder Questions

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SWOT Analysis

Revising the Mission and Vision Statement

The committee discussed revising the vision and mission statements.

Review of Staff Questionnaire Responses and SWOT Analysis

Update of Online, Onsite, and Offsite Surveys

E. New Business

Next Meeting Date

The next Strategic Planning Subcommittee meeting will take place October 17th, 2019 at 6:30 p.m. in the Children's Meeting Room.

F. Adjournment

There being no further business, Ms. Rutter moved to adjourn. Second by Ms. Wagner. Motion approved. The meeting was adjourned at 7:45 p.m.



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.

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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.

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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.