



City of West Allis

Meeting Minutes

Library Board

Wednesday, January 22, 2020

7:00 PM

West Allis Public Library
7421 W. National Ave.

A. Call to Order

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

B. Roll Call

Present: Ms. Barbara Hart, Mr. Adam Hengel, Ms. Jody Rymaszewski, Ms. Elizabeth Suelzer, Mr. Ray Turner, Alderperson Martin J. Weigel

Excused: Ms. Kari Lerch, and Ms. Michelle Wadewitz

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

C. Approval of Minutes

1. Library Board Meeting Minutes December 11, 2019

Attachments: [Libray Board Meeting Minutes December 11, 2019](#)

Ms. Hart moved to approve the December 11, 2019 Library Board minutes with one change. Second by Alderperson Weigel. Motion approved.

The text under Call to Order was changed to:

Ms. Wadewitz called the meeting to order at 7 p.m.

D. Statements by Citizens

None.

E. Correspondence

Ashley Wagner Communication

Attachments: [Ashley Wagner Communication](#)

MCFLS Communication

Attachments: [MCFLS Communication](#)

F. Claims and Finance Report

2. January 2020 Claims and Finance Report

Attachments: [January 2020 Claims and Finance Report](#)

Alderperson Weigel moved to approve the January 2020 Claims and Finance Report. Second by Ms. Hart. Motion approved.

G. Unfinished Business**3. West Allis Public Library Strategic Plan**

Attachments: [West Allis Public Library Strategic Plan 2017-2018](#)
[Strategic Planning Subcommittee Minutes May 9, 2019](#)
[June 2019 Strategic Planning Subcommittee Meeting Minutes](#)
[Library Strategic Planning Subcommittee Minutes July 11, 2019](#)
[Library Board Strategic Planning Subcommittee Meeting Minutes August 8th, 2019](#)
[2020-2023 Library Strategic Plan Draft](#)
[Revised Library Vision and Mission Statements](#)

The Strategic Planning Subcommittee will be submitting a draft plan and revised mission and vision statements to the Library Board at a future meeting.

4. MCFLS Member Agreement

Attachments: [MCFLS Member Agreement-Proposed Changes](#)
[2020-2024 MCFLS Member Agreement](#)

Alderson Weigel moved to approve the MCFLS Member Agreement. Second by Mr. Hengel. Motion approved.

Alderson Weigel moved to approve a motion to submit a letter to MCFLS. Second by Ms. Rymaszewski. Motion approved.

5. Library Fountain

An attempt to seal cracks did not resolve the problem with the fountain leaking. The estimated cost to repair the fountain is between \$30,000 and \$40,000. Michael Koszalka, Library Director, will be consulting with the Department of Public Works to ascertain a course of action.

H. New Business**6. MCFLS Update**

The last MCFLS meeting Ms. Suelzer attended covered an update of the MCFLS strategic plan.

7. Fine Amnesty

Attachments: [Staff Recommendations for Fine Forgiveness](#)

Fine amnesty was discussed and the Library Board would like Library staff to formulate a recommendation.

8. Vacation Policy

Attachments: [Vacation Policy](#)

Alderson Weigel moved to approve the Vacation Policy. Second by Ms. Hart. Motion approved.

9. Trustee Essentials-Chapter 17-Membership in the Library System

Attachments: [Trustee Essentials-Chapter 17-Membership in the Library System](#)

I. Library Director's Report

- Four employees have received recognition in the City's Pay for Performance program. Mark Kasten, Elizabeth Reger, Emily Rutter, and Ashley Wagner were awarded bonuses and/or extra vacation days in recognition of their performances.
- The Library's Night of Hygge (part of West Allis Winter Week) was a huge success. Over 200 people participated. The Children's storytime had 100 attendees.
- A plaque commemorating Irv H. Terchak's donation to the Library was purchased and affixed. It is located in the atrium.

J. Adjournment

There being no further business, Alderperson Weigel moved to adjourn. Second by Ms. Hart. Motion approved. The meeting was adjourned at 8:30 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.