



# City of West Allis

## Meeting Minutes

### Library Board

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Wednesday, December 9, 2020

7:00 PM

West Allis Public Library  
7421 W. National Ave.

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#### A. Call to Order

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

#### B. Roll Call

**Present** 8 - Adam Hengel, Gloria Dohearty, Barbara Hart, Kari Southern, Jody Rymaszewski, Elizabeth Suelzer, Ray Turner, and Michelle Wadewitz

**Excused** 1 - Angelito Tenorio

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

#### C. Approval of Minutes

1. Library Board Meeting Minutes October 28, 2020

**Attachments:** [Library Board Meeting Minutes October 28, 2020](#)

Ms. Southern moved to approve the October 28, 2020 Library Board meeting minutes as written. Second by Ms. Hart. Motion approved.

#### D. Statements by Citizens

None.

#### E. Correspondence

Mr. Steven Martinez Communication

**Attachments:** [Mr. Steven Martinez Communication](#)

#### F. Claims and Finance Report

2. December 2020 Claims and Finance Report

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

Ms. Hart moved to approve the December 2020 Claims and Finance Report as written. Second by Mr. Turner. Motion approved.

#### G. Unfinished Business

3. COVID-19 Update

Patron services remain the same. Computer use has increased significantly most likely due to other area libraries moving to curbside services only.

4. 2021 Library Operating Budget

**Attachments:** [2021 Budget Calendar](#)  
[2021 Budget Memo](#)  
[2021 proposed budget](#)

The 2021 Library Operating Budget has been approved by the Common Council.

## H. New Business

### 5. MCFLS Update

Some Milwaukee County libraries, including the City of Milwaukee, have moved to curbside only services in response to rising positive cases of the coronavirus.

Milwaukee County has allocated an additional \$50,000 to MCFLS to use for the expansion of electronic resources.

### 6. Recommendation from the Library Director to revoke the privileges of a library patron

Ms. Hart moved to affirm the loss of library privileges for Mr. Steven Martinez. Second by Ms. Rymaszewski. Motion approved.

### 7. Computer and Internet Policy (formerly Public Access Internet Policy)

**Attachments:** [Computer and Internet Policy](#)

Ms. Hart moved to approve the Computer and Internet Policy. Second by Mr. Turner. Motion approved. A note stating that the policy was formerly the Public Access Internet Policy will be added.

### 8. Trustee Essentials-Chapter 24-Library Friends and Library Foundations

**Attachments:** [Trustee Essentials-Chapter 24-Library Friends and Library Foundations](#)

The Friends of the West Allis Public Library now have an area inside the library on the front west wall for an ongoing book sale. All proceeds go to the Friends. The Library benefits greatly from these sales.

## I. Library Director's Report

-A "tree of warmth" as been placed in the Children's area. The Library is accepting donations for cold weather items that will be donated to the West Allis-West Milwaukee School District's Community Closets.

-The Winter Reading Program, open to all ages, will start December 28th, 2020 and will run through February 28th, 2021.

-The Library will have a new public Internet time management system starting December 17th. A print management system will be deployed next year.

## J. Adjournment

There being no further business, Mr. Turner moved to adjourn. Second by Ms. Hart. Motion approved. The meeting was adjourned at 7:45 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.