



City of West Allis

Meeting Minutes

Library Board

Wednesday, May 25, 2022

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 8 - Gloria Dohearty, Barbara Hart, Kari Southern, Jody Rymaszewski, Elizabeth Suelzer, Ray Turner, Angelito Tenorio, and Adam Hengel

Excused 1 - Michelle Wadewitz

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

C. Approval of Minutes

1. Library Board Meeting Minutes April 27, 2022

Attachments: [Library Board Meeting Minutes April 27, 2022](#)

Ms. Dohearty moved to approve April 27, 2022 Library Board meeting minutes as written. Second by Mr. Turner. Motion approved.

D. Statements by Citizens

None.

E. Correspondence

Michael Koszalka/ Timothy Sherman April 2022 Communication

Attachments: [Michael Koszalka- Timothy Sherman April 2022 Communication](#)

F. Claims and Finance Report

2. May 2022 Claims and Finance Report

Attachments: [May 2022 Claims and Finance Report](#)

Ms. Hart moved to approve the May 2022 Claims and Finance report. Second by Mr. Turner. Motion approved.

G. Unfinished Business

3. West Allis A La Carte

Volunteers have signed up to staff the Library table at West Allis A La Carte on June 5th.

H. New Business

4. MCFLS Update

Michael Koszalka will be part of the hiring committee for the next MCFLS Business Manager, along with the Wauwatosa Library Director and a representative from the Milwaukee Public Library.

No replacement has been selected to replace Milwaukee Alderperson Nik Kovac on the MCFLS Board.

5. City of West Allis Unplanned Absences Policy

Attachments: [City of West Allis Unplanned Absence Policy](#)

Ms. Hart moved to approve the City of West Allis Unplanned Absences policy. Second by Alderperson Tenorio. Motion approved.

6. 2023 Library Operating Budget

Attachments: [Structural Deficit Ideas Prioritized](#)
[City of West Allis Five Top Ranked Structural Deficit Mitigation Options](#)
[2023 Budget Memo](#)

The Library Board reviewed the structural deficit mitigation rankings and the SDWG ideas.

7. Performance Evaluation of the Library Director

Attachments: [Library Director Evaluation Policy](#)
[Library Director Evaluation Feedback](#)
[Proposed Timeline for Director Evaluation \(revised\)](#)

Ms. Suelzer will ask stakeholders for feedback on the performance of the library director. The subcommittee will include Mr. Hengel, Ms. Southern, and Ms. Wadewitz.

8. Trustee Essentials

Attachments: [Wisconsin Library Standards Checklist](#)
[Trustee Essentials-Chapter 12-Library Standards](#)

The Board reviewed the statutory and public library system membership requirements for public libraries in Wisconsin.

I. Library Director's Report

-Beth Pickhard has been hired as the Summer Program and Outreach intern. Her internship will start June 2nd and end in early September. She is a graduate student in the Master's of Library and Information Science program at UW-Milwaukee. She will assist with programming, outreach, and other duties.
-On June 1st summer reading programs for all ages will begin. This summer's theme is "Oceans of Possibilities."
-A new TV/monitor has replaced the projector and screen in the Constitution Room.

J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Mr. Turner. Motion approved. The meeting was adjourned at 7:55 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.