



City of West Allis

Meeting Minutes

Library Board

Wednesday, September 28, 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: Barbara Hart, Adam Hengel, Jody Rymaszewski, Elizabeth Suelzer, and Ray Turner

Excused: Gloria Dohearty, Kari Southern, Angelito Tenorio, and Michelle Wadewitz

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

C. Approval of Minutes

1. Library Board Meeting Minutes August 24, 2022

Attachments: [Library Board Meeting Minutes August 24, 2022](#)
[Library Board Meeting Minutes August 24, 2022-Supplemental Agenda](#)

Ms. Hart moved to approve the August 24, 2022 Library Board minutes as written. Second by Mr. Turner. Motion approved.

D. Statements by Citizens

None.

E. Correspondence

Ms. Duffy August 2022 Communication

Attachments: [Ms. Christine Duffy Communication August 2022](#)

West Milwaukee 2023 Cost per Circ Worksheet

Attachments: [West Milwaukee 2023 cost per circ worksheet](#)

2022 Children's Summer Reading Report

Attachments: [West Allis Public Library Children's Department Summer Reading 2022 Report](#)

2022 Teen Summer Reading Report

Attachments: [2022 Teen Summer Reading Report](#)

F. Claims and Finance Report

2. September 2022 Claims and Finance Report

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

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

G. Unfinished Business

3. 2023 Library Operating Budget

Attachments: [2023 Budget Memo](#)
[2023 proposed budget](#)

Michael Koszalka, Library Director, met with City Administrator Rebecca Grill and Mayor Dan Devine to discuss the Library budget.

4. Terchak Fund Request-Repair/Replacement of Elevator

Attachments: [Terchak trust fund report October 2022](#)

There is no update on this item.

H. New Business

5. MCFLS Update

State aid to MCFLS has increased by 1%.

MCFLS will be determining reciprocal borrowing payments differently. This will also allow non-circulating items to be added.

6. Request by Banned Patron for Reinstatement of Library Privileges

Attachments: [Mr. Mark Duzik Communications](#)
[Mr. Mark Duzik October 2022 Communication](#)

The Library Board discussed Mr. Dudzik's request. They directed Mr. Koszalka to inform Mr. Dudzik that a letter outlining his request and steps taken to resolve the issue that led to the loss of privileges must be formally submitted.

7. Trustee Essentials-Chapter 15- The Library Board and the Public Records Law

Attachments: [Trustee Essentials-Chapter 15-The Library Board and the Public Records Law](#)

I. Library Director's Report

- Caitlin Higgins and Bianca Miranda have been hired as part-time Library Assistants.
- The Friends of the West Allis Public Library Board met on 9/12. Ashley Wagner, Administrative Support Specialist, will be taking over membership duties. The Friends are hoping to resume book sales in February 2023 and hold them every other month. Donations are being accepted again.
- The Teen and Children's summer reading reports are in the agenda packet. Participation in both programs increased this summer. Adults read 2,700 books this summer and 2,350 books in 2021.

J. Adjournment

There being no further business, Ms. Hart moved to adjourn. Second by Mr. Turner. Motion approved. The meeting was adjourned at 7:58 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.