

MINUTES OF THE LIBRARY BOARD

July 30, 2014 Meeting

Conference Room-West Allis Public Library
7421 W National Avenue

Mrs. Mikolajewski called the July 30, 2014 Library Board meeting to order at 7:00 p.m.

Present: Mr. Fischer-Toerpe, Ms. Johns-Konkol, Mrs. Karrels, Mrs. Mikolajewski,
Alderson Probst, Ms. Suelzer, Ms. Wadewitz

Excused: Ms. Wenzel

Staff present: Michael Koszalka, Library Director
Janice Narlow, Administrative Services
Lisa VandenBoom, Librarian II

Approval of Minutes

Ms. Johns-Konkol moved to accept the minutes of the June 25, 2014 meeting as received. Seconded by Mrs. Karrels. Motion carried.

Statements by Citizens

None.

Correspondence

A copy of a letter from the Greater Milwaukee Foundation to Michael Koszalka, Library Director, dated June 13, 2014 was noted. The letter details a grant transfer from the Irv H Terchak Endowment Fund to the West Allis Public Library.

A press release from the Milwaukee County Federated Library System dated July 23, 2014 was included in tonight's packet. It concerns the hiring of a new director of the Milwaukee County Federated Library System, Bruce Gay.

The June 20, 2014 letter to Mr. Joel Kennedy from Michael Koszalka, Library Director, was noted. This letter will be discussed under New Business, Item # 5.

A copy of a letter dated June 27, 2014 from Michael Koszalka, Library Director, to Ms. Julie Dropp was noted. It states, "At its monthly meeting held on June 25, 2014, the West Allis Public Library Board of Trustees voted to reinstate your library privileges- without restrictions- at the West Allis Public Library."

Reports-Claims and Finance

The Board reviewed the July Claims and Finance Report. Ms. Johns-Konkol moved to accept the report as presented, including approval of claim numbers 4280-4310 for \$190,618.06. Second by Ms. Suelzer. Motion carried.

Old Business

1. Terchak Endowment (GMF) and Terchak Trust Fund (Library) Report

The Board reviewed the updated Terchak Trust Fund Report. Alderperson Probst moved to accept the report as presented. Second by Ms. Johns-Konkol. Motion carried.

2. Heikkinen Trust Fund Report

The Board reviewed the updated Heikkinen Trust Fund Report. Mr. Fischer-Toerpe moved to accept the report as presented. Second by Alderperson Probst. Motion carried.

3. Library 2015 Operating Budget

The Board reviewed the 2015 Operating Budget request. Mrs. Karrels moved to accept the proposed budget as presented, including a 0% increase from 2014 and total of \$1,895,186. Second by Mr. Fischer-Toerpe. Motion carried.

New Business

1. Election of officers

Mrs. Mikolajewski opened the floor for nominations. A motion was made by Alderperson Probst to accept the current slate of officers. Second by Ms. Wadewitz.

2014/2015 Officers:

Mrs. Mikolajewski	President
Ms. Suelzer	Vice President
Mrs. Karrels	Secretary
Ms. Johns-Konkol	Financial Secretary

2. MCFLS Update

Bruce Gay, former Technical Services and Collections Director at the Milwaukee Public

Library has been appointed the new director of the Milwaukee County Federated

Library System. Discussion ensued about the challenges ahead and the many governance changes in MCFLS.

3. Resolution honoring former Board Member Carol Garrison for her years of service

The Board reviewed the resolution honoring former Board Member Carol Garrison.
Mr.

Fischer-Toerpe moved to accept the resolution as presented. Second by Ms. Johns-Konkol. Motion carried.

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(Aldersperson Probst left at this point)

4. Resolution honoring Janice Narlow for her years of service

This item was handled out of order at the end of the meeting.

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

The Board reviewed the incident involving Mr. Joel Kennedy as outlined in the Mr. Koszalka's

June 20, 2014 letter. Ms. Johns-Konkol moved to accept the recommendation of the Library

Director to revoke the library privileges of Mr. Joel Kennedy. Second by Ms Wadewitz

Motion carried.

6. Trust Fund Report- Library Project 3501

This item will be held for the August meeting.

7. Library Materials Collection Report

This item will be held for the August meeting.

8. Trustee Essentials, Chapter 19-Library Director Certification

The Board reviewed key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- Katie Jengtes has accepted the .5 Librarian I position vacated by Terry Robers in June. Her start date is Tuesday, August 12th. She previously worked at the North Shore Public Library and currently teaches at UW-Milwaukee.
- Lisa VandenBoom (formerly Steckhahn) will be replacing Jan Narlow in addition to her other duties. Lisa has worked at the West Allis Public Library for seven years.
- Circulation statistics have been declining monthly. A circulation analysis will be forthcoming to determine possible reasons. At the same time, Overdrive use has risen dramatically.

Resolution honoring Janice Narlow for her years of service

The Board reviewed the resolution honoring Janice Narlow. Mr. Fischer-Toerpe moved to accept the resolution as presented. Second by Mrs. Karrels. Motion

carried.

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Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Ms. Wadewitz. Motion carried and the meeting was adjourned at 8:29 p.m.

submitted,

Respectfully

Secretary

Ellen Karrels,