

MINUTES OF THE LIBRARY BOARD

June 25, 2014 Meeting

Conference Room – West Allis Public Librry
7421 West National Avenue

Mrs. Mikolajewski called the June 25, 2014 Library Board meeting to order at 7:00 p.m.

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

Excused: Alderperson Probst

Staff present: Michael Koszalka, Library Director;
Janice Narlow, Administrative Services

Approval of Minutes

Mrs. Karrels moved to accept the minutes of the May 28, 2014 meeting as received. Second by Mrs. Garrison. Motion carried.

Statements by Citizens

None.

Correspondence

A copy of the February 4, 2014 letter to the West Allis Public Library Board of Trustees from Julie Dropp was included in tonight's packet. This letter was received at the February 26, 2014 meeting.

The June 12, 2014 letter to Mayor Dan Devine and Members of the Common Council from Michael Koszalka, Library Director, was noted. The letter states, "I am requesting permission to destroy the following paper records stored at the West Allis Public Library: Daily Cash Receipts."

The May 30, 2014 letter to Michael Koszalka, West Allis Public Library Director, from Matt Blessing, State Archivist, Wisconsin Historical Society, was noted. The letter states, "Thank you for your letter of May 19, 2014 notifying us of your intention to destroy daily cash receipts, including cash register tapes, daily tally sheets, and cash account listing, 1989-2009. The Wisconsin Historical Society declines your offer of these records and waives the sixty-day notification period specified in Wisconsin Statute 19.21."

Reports – Claims and Finance

The Board reviewed the June Claims and Finance Report. Ms. Wenzel moved to accept the report as presented, including approval of claim number 04230-04279 for \$202,990.46. Second by Ms. Suelzer. Motion carried.

Closed Session

Mrs. Mikolajewski announced that the Library Board would entertain a motion to convene in closed session at said time and place to consider the reinstatement of library borrowing privileges for a former patron. A closed session for the above stated purpose is authorized pursuant to the provisions of Wisconsin Statutes 19.85(1)(a) and (f) which authorize a governmental body to meet in closed session for the purpose of deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body and for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par.(b) applies, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Mr. Fischer-Toerpe moved that the Board convene in closed session. Second by Ms. Wenzel. Aye: Fischer-Toerpe, Garrison, Karrels, Mikolajewski, Suelzer, Wadewitz, Wenzel. Motion carried and closed session began at 7:05 p.m.

(Ms. Johns-Konkol present at this point.)

Ms. Wenzel moved that the Board reconvene in open session. Second by Mr. Fischer-Toerpe. Motion carried unanimously and the Board reconvened in open session at 7:35 p.m.

Old Business

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

These two items will be held for the July meeting.

New Business

1. MCFLS update

At the June 16th MCFLS Board Meeting, the Hales Corners Library Director announced that the Hales Corners Public Library has signed the Member Agreement under protest. The Hales Corners Director indicated that she intends to pursue the same responsibility clause in the next MCFLS Agreement.

On June 19th, the MCFLS Board of Trustees announced that Bruce Gay has been hired as the new MCFLS Director, replacing Jim Gingery who retired on June 6th. Mr. Gay has been employed as the Milwaukee Public Library Technical Services Director since 2001; he will begin his new position on August 4th.

2. Request from a former patron to reinstate library borrowing privileges

Ms. Wenzel moved that the Board reinstate the library borrowing privileges of Julie Dropp effective immediately. Second by Mrs. Garrison. Mr. Fischer-Toerpe moved to amend the motion by adding the following: reinstatement would be for a one-year probationary period and materials would have to be checked out at the Circulation Desk. Amendment seconded by Mrs. Karrels. Amendment failed on a 4-4 tied vote. Motion without amendment carried 5-3. Aye: Garrison, Mikolajewski, Suelzer, Wadewitz, Wenzel. No: Fischer-Toerpe, Johns-Konkol, Karrels. Mr. Koszalka will notify Ms. Dropp of the Board's decision.

3. Library 2015 operating budget

Mr. Koszalka reported that we have received the 2015 budget guidelines from the Mayor's Office. Again this year, the Mayor is asking departments to be more creative and efficient. All departments are being asked to submit 2015 budgets with a 0% increase (not including salary increases). Staff will prepare a detailed, proposed budget for the Board's consideration at its July meeting.

4. Trustee Essentials, Chapter 18 – Library Board Appointments and Composition

The Board reviewed key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- Terry Robers, .5 part-time Librarian, retired effective June 20th. Permission to fill her position will be on the July 1st Council Agenda.
- All of our summer reading clubs are off to good starts. The Children's Department has booked some excellent performers, and we expect the programs will be very well attended.
- This will be Carol Garrison's last Board meeting, as she has declined reappointment. Mrs. Garrison has served on the Board since 2002. Mrs. Karrels, Ms. Suelzer, and Ms. Wenzel have all agreed to reappointments, with terms expiring in 2017.

Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Ms. Wenzel. Motion carried and meeting adjourned at 8:16 p.m.

Respectfully submitted,

Ellen Karrels, Secretary