

MINUTES OF THE LIBRARY BOARD

February 26, 2014 Meeting

Conference Room – West Allis Public Library
7421 West National Avenue

Mrs. Mikolajewski called the February 26, 2014 Library Board meeting to order at 7:10 p.m.

Present: Mr. Fischer-Toerpe, Mrs. Garrison, Mrs. Karrels,
Mrs. Mikolajewski, Ms. Suelzer

Excused: Ms. Johns-Konkol, Alderperson Probst, Ms. Wenzel

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

Approval of Minutes

Mr. Fischer-Toerpe moved to accept the minutes of the January 22, 2014 meeting as received. Second by Ms. Suelzer. Motion carried.

Statements by Citizens

None.

Correspondence

A copy of the January 19, 2014 letter to the Honorable Mayor Dan Devine from Donna F. Olson, Library Board member, was noted. The letter states, "I am writing to let you know that I believe I should resign the Library Board..." The letter goes on to state, "I have enjoyed my time on the Board and am saddened that I have to give this up. Thank you so much for allowing me to serve my city in this capacity."

The January 25, 2014 letter to Matt (last name and address unknown) from Michael Koszalka, Library Director, was noted. The letter states, "On January 22, 2014 the West Allis Public Library Board of Trustees voted unanimously to revoke your library privileges at the West Allis Public Library." Mr. Koszalka indicated that as this person's address is unknown, the letter has been delivered via an intermediary (another library patron).

The February 6, 2014 letter to Representative Joe Sanfelippo, 15th Assembly District, from Michael Koszalka, Library Director, was noted. The letter states, "February 11, 2014 is Wisconsin Library Legislative Day and I am writing you about issues that deeply affect the types of quality services offered by the state's public libraries. Many of the resources offered through public libraries assist our citizens in finding employment and attaining their educational goals. Unfortunately, I am unable to attend the day's functions in Madison. Nevertheless, I wish to reach out to you in order to ask for your advocacy and support in a number of related areas."

The February 4, 2014 letter to the West Allis Public Library Board of Trustees from Julie Dropp was noted. The February 20, 2014 letter to Ms. Julie Dropp from Michael Koszalka, Library Director, was also noted. These letters will be discussed under New Business, Item #5.

Reports – Claims and Finance

The Board reviewed the Claims and Finance Report. Mrs. Garrison moved to accept the report as presented, including approval of claim numbers 04081-04139 for \$196,200.13. Second by Mrs. Karrels. Motion carried.

Old Business

None.

New Business

1. MCFLS Board

Mr. Koszalka reported that the terms of two MCFLS Trustees, Suzanne Breier and Supervisor Patricia Jursik, expired in December 2013. Neither appointment has been renewed by County Executive Abele. Gregory Reinholt and India McCause were appointed in 2013, replacing Stephanie Mares and Michele Bria.

MCFLS Director Jim Gingery has announced his retirement effective June 6th. The MCFLS Finance and Personnel Committee will serve as the Search Committee for a new Director.

Internet bandwidth will double in the first half of 2014 for our library due to increases in TEACH funding. Our costs will remain the same or possibly be reduced.

2. Library Code of Conduct – revision

Ms. Suelzer moved to accept the revised Code of Conduct. Second by Mrs. Garrison. Motion carried. The Code has been revised by adding the word “vaping” to the appropriate section and reads:

2. Respect for the library’s building, property, furnishings, and equipment:
 - Smoking, vaping, and chewing tobacco is prohibited in all areas of the library including meeting rooms, restrooms, and atrium areas.

3. Luna Chair Policy – staff recommendation for approval

Mr. Koszalka indicated that the purchase of the Luna chair was made possible with donations from the Friends of the West Allis Public Library and the Terchak Trust Fund. The chair is a special piece of furniture/audio equipment that provides a surround sound environment for patrons listening to music or recorded books. Mr. Fischer-Toerpe moved to accept the policy, adding emphasis that the chair must be used properly at all times to maintain its integrity. Second by Mrs. Karrels. Motion carried.

4. State Annual Report Form, "Statement Concerning Public Library System Effectiveness"
The Board discussed this section of the State Annual Report that requires the Board to state whether its library system did or did not provide effective leadership and adequately meet the needs of the library. Mr. Fischer-Toerpe moved that the Board respond by indicating the MCFLS did provide effective leadership and adequately meet the needs of the library. Second by Ms. Suelzer. Motion carried. The Board directed staff to complete the section as follows: "The West Allis Public Library Board is pleased to see the Milwaukee County Federated Library System Board continue to employ more leadership. During the most recent Member Agreement negotiations, the MCFLS Board seemed attentive to the concerns of the various member libraries, an approach that was appreciated by the West Allis Trustees. The West Allis Board looks to the MCFLS Board for effective leadership to resolve several remaining issues including borrowing imbalances, reciprocal borrowing payments, and governance. The West Allis Board strongly encourages a bi-partisan, impartial, and fair governing MCFLS Board of Trustees."

5. Request from a banned patron for reinstatement of library privileges (Board action taken on February 22, 2012 for revocation)
The Board reviewed the February 4, 2014 letter received under Correspondence from Julie Dropp. Mr. Fischer-Toerpe moved to accept Ms. Dropp's appeal for reinstatement of library privileges. Second by Mrs. Garrison. After discussion, Mrs. Garrison withdrew her second. Motion was not seconded. Mr. Fischer-Toerpe then moved that the Board uphold the revocation of library privileges pending an appeal in person by Ms. Dropp. Second by Mrs. Garrison. Motion carried. The Board would like to meet Ms. Dropp and have an opportunity to pose questions in order to reach the best decision concerning reinstatement.

6. Trustee Essentials, Chapter 14 – The Library Board and the Open Meetings Law
The Board reviewed and discussed key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- The Children's Department Valentine's Day program was very successful with 56 children and 30 parents decorating cookies and making craft projects.

Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Ms. Suelzer. Motion carried and meeting adjourned at 8:31 p.m.

Respectfully submitted,

Ellen Karrels, Secretary