

## **MINUTES OF THE LIBRARY BOARD**

### **March 25, 2015 Meeting**

Conference Room-West Allis Public Library  
7421 W National Avenue

Mrs. Mikolajewski called the March 25, 2015 Library Board meeting to order at 7:00 p.m.

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

Excused: Ms. Johns-Konkol, Alderperson Probst, Mr. Thomson

Staff present: Michael Koszalka, Library Director  
Lisa VandenBoom, Librarian IV

#### **Approval of Minutes**

Ms. Wenzel moved to accept the minutes of the February 25, 2015 meeting as received. Second by Ms. Wadewitz. Motion carried.

#### **Statements by Citizens**

None.

(Mr. Fischer-Toerpe present at this point)

#### **Correspondence**

A copy of a letter dated March 2, 2015 was noted. It is to the West Allis Public Library from Bruce Gay, Director of MCFLS asking for verification of the reciprocal borrowing payment that was received. The letter states that the amount was \$228,949 from MCFLS and \$264,667 from West Milwaukee for a total of \$264,667. Mike Koszalka, Library Director responded on March 16, 2015 stating the numbers were wrong. The West Allis Public Library's reciprocal borrowing payments were \$239,798 from MCFLS and \$28,506 from West Milwaukee for a total of \$268,304.

#### **Reports- Claims and Finance**

The Board reviewed the February Claims and Finance Report. Ms. Wenzel moved to accept the report as written, including the acceptance of Claim Numbers 0467 to 04590 for a total of \$115,361.40. Second by Ms. Suelzer. Motion carried.

### **New Business**

1. **MCFLS Update**

MCFLS's strategic planning process is progressing. There will be a day long planning session with system members facilitated by WILS on April 8<sup>th</sup>, 2015. Mike Koszalka, Library Director, already responded to a questionnaire that included questions about new services member libraries would like to receive from MCFLS.

2. **2014 Public Library Annual Report**

The Board reviewed the completed 2014 Public Library Annual Report. Ms. Wadewitz moved to accept the report as written. Second by Mrs. Karrels. Motion carried.

3. **2014 Trust Fund Report**

The Board reviewed the 2014 Trust Fund Report. Ms. Wenzel moved to accept the report as written. Second by Mr. Fischer-Toerpe. Motion carried.

4. **Trustee Essentials, Chapter 25-Liability Issues**

The Board reviewed key elements in this chapter.

### **Director's Report**

-The library currently has three open positions. These include a Library Intern, Librarian I part-time, and Librarian II (Children's Services supervisor).

-Alderperson Haass visited the library on March 9<sup>th</sup> and was given a tour by Mike Koszalka, Library Director.

-An incident involving a patron falling off a reading garden bench has resulted in an evaluation of all the benches and tables on the parking lot side of the building. After examination by the city carpenter and concrete experts from the Department of Public Works it has been determined all the benches and chairs should be replaced.

-The Friends of the West Allis Public Library will have their semiannual meeting on April 18<sup>th</sup>. The presentation will be about the Wizard of Oz.

-The West Allis Historical Society will be taking shelves no longer needed by the library. The shelving units had been in storage for several years.

-March 6<sup>th</sup>, 2015 marked the 100<sup>th</sup> anniversary of the dedication of the Carnegie Library which still stands at 75<sup>th</sup> and Orchard Streets as a senior apartment building.

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**Adjournment**

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Mrs. Karrels. Motion carried and the meeting was adjourned at 7:27 PM.

Respectfully submitted,

Ellen Karrels, Secretary