

MINUTES OF THE LIBRARY BOARD

August 26, 2015 Meeting

Conference Room-West Allis Public Library
7421 W National Avenue

Mrs. Mikolajewski called the August 26, 2015 Library Board meeting to order at 7:05 p.m.

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

Excused: Ms. Johns-Konkols, Ms. Wenzel

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

Approval of Minutes

Alderson Probst moved to accept the minutes of the July 22, 2015 meeting as written.
Second by Ms. Suelzer. Motion carried.

Statements by Citizens

None.

Correspondence

The current Irv H. Terchak Fund statement was included in tonight's packet. The ending fund balance is \$1,166,131.07.

A letter dated July 31, 2015 from Michael Koszalka, Library Director, to Kenneth Stanton and an email from Kenneth Stanton to Michael Koszalka dated August 8, 2015 will be discussed under New Business, Item # 1.

Reports-Claims and Finance

The Board reviewed the August Claims and Finance Report. Ms. Sulezer moved to accept the report as presented, including approval of claim numbers 4714 to 4755 in the amount of \$108,991.87. Second by Ms. Wadewitz. Motion carried.

Old Business

1. Library 2016 Operating Budget

The Board reviewed the proposed budget request of \$1,898,030, reflecting a 0% increase over 2015. Mr. Fischer-Toerpe moved to accept the proposed budget as written. Second by Alderson Probst. Motion carried.

Mike Koszalka, Library Director, and Lisa VandenBoom, Librarian IV, will meet with Mayor Devine, Rebecca Grill, City Administrator, and Mark Wyss, Finance Director, on Monday, August 31, 2015 to discuss the budget.

2. Election of Officers

Mrs. Mikolajewski opened the nominations for 2015/2016 Library Board officers. Mr. Fischer-Toerpe moved to nominate Ms. Wadewitz for Financial Secretary. Second by Alderperson Probst. Motion carried.

Mr. Fischer-Toerpe moved to keep the remaining officers status quo. Second by Alderperson Probst. Motion carried.

Officers for 2015/2016 are:

President	Karen Mikolajewski
Vice President	Elizabeth Suelzer
Secretary	Ellen Karrels
Financial Secretary	Michelle Wadewitz

New Business

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

The Board reviewed the incidents involving Kenneth Stanton as outlined in Mr. Koszalka's July 31, 2015 letter and the email dated August 8, 2015. Mr. Fischer-Toerpe moved to accept the recommendation of the Library Director to revoke the library privileges of Mr. Stanton. Second by Ms. Wadewitz. Motion carried.

2. MCFLS Update

Mardee Gruen resigned from the MCFLS Board. She was replaced by Kurt Glaisner who is a member of the North Shore Public Library Board of Trustees.

A draft of the new member agreement was received and it is expected that the MCFLS Board will approve a contract proposal in September.

3. Trustee Essentials, Chapter 3-Bylaws-Organizing the Board for Effective Action

The Board reviewed the key elements in this chapter. A revised copy of the Library Board Bylaws will be available for review in the future after the City Attorney's Office completes an initial review.

Director's Report

Mr. Koszalka reported:

- The library will soon be offering a new service called Book-A Librarian which will consist of individual computer sessions with a librarian that patrons can sign up for.
- Four new outside tables, including one that is ADA accessible, will be installed next week.
- The landscaping project undertaken by the Department of Public Works, Forestry Division, is complete.
- An inservice program, "Dealing With Difficult People", was offered to staff. Max Radcliffe from Aurora Health Care's Employee Assistance Program presented ideas on interacting with a variety of library patrons.
- Summer Reading is wrapping up. This important program is proven to help children maintain their reading skills when they are off of school. Participation statistics will be presented in a future Library Board meeting.
- On September 8th, Martin Garcia, second shift library janitor, will be transferring to the Health Department as a first shift janitor.
- The Children's area has a revamped fall programming schedule.

Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Ms. Wadewitz. Motion carried and the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Ellen Karrels, Secretary