

MINUTES OF THE LIBRARY BOARD

February 24, 2016 Meeting

Conference Room-West Allis Public Library
7421 W National Avenue

Mrs. Mikolajewski called the February 24, 2016 Library Board meeting to order at 7:00 p.m.

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

Excused: Ms. Johns-Konkol, Superintendent Dr. Marty Lexmond

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

Approval of Minutes

Mrs. Wadewitz moved to accept the minutes of the January 27, 2016 meeting as written.
Second by Ms. Suelzer. Motion carried.

Statements by Citizens

None.

Correspondence

None.

(Mr. Fischer-Toerpe present at this point)

Reports-Claims and Finance

The Board reviewed the February Claims and Finance Report. Ms. Wenzel moved to accept the report as presented, including approval of claim numbers 4626 to 4660 in the amount of \$188,778.82. Second by Alderperson Probst. Motion carried.

Old Business

1. Terchak Trust Fund report-Request funds for SAM's print management

The Center for Excellence will pay for the implementation of SAM's print management.
Michael Koszalka, Library Director, withdrew his request for Terchak funds to cover the cost.
Alderperson Probst moved to accept the withdrawal. Second by Ms. Suelzer. Motion carried.

2. Library Strategic Plan

The Board reviewed the Library Strategic Plan that expired at the end of 2015. A committee made up of Board members and library supervisory staff will be organized to work on the next plan. The first meeting will take place Thursday, March 10th. Subsequent meetings will occur on Thursdays, April 14th, May 12th, and June 9th (if necessary).

New Business

1. MCFLS Update

None.

2. 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 indictating that MCFLS did not 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 Milwaukee County Federated Library System continues to provide effective basic services to its member libraries as well as excellent technical services support. However, the West Allis Public Library Board is concerned about representation of the MCFLS Board in general. Five of the seven members have their residence in the City of Milwaukee. This poses serious questions regarding fair representation and governance for the entire library system. Additionally, the current MCFLS Director spent almost a dozen years as an employee for the City of Milwaukee. Such facts breed suspicion and distrust among some suburban member libraries. As a result, when long-standing issues such as equitable governance and reciprocal borrowing are further eroded, the West Allis Public Library Board of Trustees feels compelled to strongly state that MCFLS did not provide effective leadership and adequately meet the needs of the library."

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

The Board reviewed the incidents involving Timothy Sherman as outlined in Mr. Koszalka's February 17th, 2016 letter. Ms. Wenzel moved to accept the recommendation of the Library Director to revoke the privileges of Mr. Sherman. Second by Mr. Fischer-Toerpe. Motion carried.

4. Trustee Essentials- Chapter 8-Developing the Library Budget

The Board reviewed the key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- Emily Rutter, Assistant Supervisor of Adult Reference and Circulation Services, will be taking over some of Lisa VandenBoom's Assistant Director duties during her maternity leave, including assisting with the Library Board. Mr. Koszalka, Library Director, will cover some duties as well.
- The full -time Library Assistant position left vacant by a recent retirement will be divided into two part- time positions with pro-rated benefits. The library will also be recruiting for part-time, provisional Library Assistants. A Library Page list will be created to fill several open page positions. In May, a full -time Circulation Services Representative position will be opening due to an expected retirement.
- On Saturday, March 19th the Library will host its first annual Wisconsin Author Festival. It will consist of local Wisconsin authors selling their books and answering questions. There will be refreshments and prizes as well. Natalie LaRocque, Adult Librarian, has done a great job organizing this event.

Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Ms. Wenzel. Motion carried and the meeting was adjourned at 8:37 p.m.

Respectfully submitted,

Ellen Karrels, Secretary