

MINUTES OF THE LIBRARY BOARD

June 27, 2012

Conference Room – West Allis Public Library
7421 West National Avenue

Mrs. Mikolajewski called the June 27, 2012 Library Board meeting to order at 7:00 p.m. Ms. Suelzer read the library's Mission Statement.

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

Excused: Mrs. Olson

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

Approval of Minutes

Ms. Mester moved the minutes of the May 23, 2012 meeting be accepted as received. Second by Ms. Johns-Konkol. Motion carried (abstain-Mr. Fischer-Toerpe).

Statements by Citizens

None.

Correspondence

Copies of the May 24, 2012 letters from Michael Koszalka, Director, to Representative David Cullen, Representative Anthony Staskunas, and Senator Leah Vukmir were noted. The letters state, "The Wisconsin Library Association (WLA) is presently seeking a sponsor to introduce legislation allowing for the creation of Library Districts, separate taxing districts for public library. The West Allis Public Library Board has discussed this proposal and opposes the legislative effort."

The May 24, 2012 letter from Michael Koszalka, Director, to library patron Katie Muench was noted. The letter states, "This letter is to inform you that beginning Tuesday, May 29, 2012 your internet privileges will be suspended for six months." The May 30, 2012 letter from Michael Koszalka, Director, to library patron Katie Muench was noted. The letter states, "...I have decided to revise the amount of time that you will be unable to access the internet at the West Allis Public Library from six months to thirty days. This amended action is retroactive from May 24, 2012, and as a result you will be prohibited from using the public internet computers at the West Allis Public Library through June 24, 2012."

Reports – Claims and Finance

Mr. Kopplin read the Claims and Finance Report and moved acceptance of claim numbers 03446-03485 for \$145,562.25. Second by Ms. Johns-Konkol. Motion carried.

Old Business

1. Library WebPage

Mr. Koszalka reported that the City's new site is up and running, with a tentative "go-live" date planned toward the end of July for the library's site. Library department heads are working on developing new designs and creating new pages for their departments. Library website users are being seamlessly directed back to our current site until we go live.

New Business

1. MCFLS update

Our Internet bandwidth upgrade was successfully completed on June 21. The upgrade doubles our bandwidth, which should increase speed for Internet users.

There has been no change in the status of the 2012-2013 Resource Agreement. Director Gingery has contacted John DeBacher of DLT asking for resolution before October 1 (prior to 2013 budget preparation).

2. Library 2013 operating budget

Mr. Koszalka reported that we have not yet received the Mayor's guidelines for the 2013 operating budget, but expect to receive them very soon. A preliminary budget will be prepared for the Board's consideration at its July meeting.

3. Library Organizational Chart – revisions

Mr. Kopplin moved to accept the Chart, including revisions, as presented. Second by Mr. Fischer-Toerpe. Motion carried. We will be asking the Council for permission to fill three vacant positions.

4. Overdue Materials Collection Report – update

The Board reviewed the report. To date, materials totaling \$23,643.23 have been returned or replaced as a result of court action and/or the demand letter.

5. Trustee Essentials, Chapter 23 – Dealing with Challenges to Materials and Policies

The Board reviewed and discussed key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- Summer programming is well underway for all age groups—children, young adults, and adults.

- 56,515 items were circulated during May 2012, a decrease of 4%; 45,147 of the items were circulated using the SelfChecks
- Mrs. Mikolajewski has accepted another 3-year appointment to the Library Board.
- This will be Mr. Kopplin's last meeting as his term is expiring at the end of June. The Board thanked Mr. Kopplin for his more than 15 years of service to the library.
- The West Allis Ala Carte event went very well. Thanks to Mrs. Mikolajewski for organizing the event for the library, and Mr. Fischer-Toerpe, Ms. Mester, Ms. Carol Mitchell (Friends), and Mr. and Mrs. Mikolajewski for manning the library's station.

Other Business

None.

Adjournment

There being no further business, Mrs. Garrison moved to adjourn. Second by Mr. Fischer-Toerpe. Motion carried and meeting adjourned at 7:55 p.m.

Respectfully submitted,

Carol Garrison
Secretary