

MINUTES OF THE LIBRARY BOARD

October 26, 2011

Conference Room – West Allis Public Library
7421 West National Avenue

Mrs. Mikolajewski called the October 26, 2011 Library Board meeting to order at 7:00 p.m. and appointed Alderman Kopplin the Acting Secretary. Ms. Mester read the library's Mission Statement.

Present: Ms. Johns-Konkol, Mrs. Karrels, Alderman Kopplin,
Ms. Mester, Mrs. Mikolajewski, Ms. Suelzer

Excused: Mr. Fischer-Toerpe, Mrs. Garrison, Mrs. Olson

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

Approval of Minutes

Ms. Mester moved to accept the minutes of the September 28, 2011 meeting as received. Second by Ms. Johns-Konkol. Motion carried.

Statements by Citizens

None.

Correspondence

None.

Reports – Claims and Finance

Alderman Kopplin read the Claims and Finance Reports and moved acceptance of claim numbers 03150-03187 for \$121,042.47. Second by Ms. Mester. Motion carried. The October 21, 2011 Financial Report was included for the Board's review.

Old Business

1. MCFLS Member Agreement 2012-

Mr. Koszalka reported that MPL Director Paula Kiely has recommended that the Milwaukee Library Board not sign the Member Agreement in its current form. Milwaukee is opposed to the percentage increase for reciprocal borrowing from 40% to 43% of state aid as well as the decrease from 8% to 7% for the resource library portion. MPL has suggested that it will line out or strike items in the Agreement before signing the document. Mr. Koszalka is requesting an opinion from the City Attorney's Office as to whether that would result in a renegotiation of some parts of the Agreement by MCFLS. This item will be considered at next month's meeting to allow the City Attorney's Office time to complete its review and provide opinion.

2. Library 2012 operating budget

Mr. Koszalka reported that there was nothing new to report concerning the status of the library's 2012 request. The budget approved by the Board at its July meeting, minus the \$2,000 (utilities-electric) that was cut during the Mayor's review process, will be submitted to the Common Council for consideration.

New Business

1. MCFLS update

Mr. Koszalka indicated that he had no items to report this month.

2. Terchak Trust Fund Report – Request funds for Adult Department/Constitution Room renovations (public area/public meeting room)

Alderman moved to approve the Report and the request for \$10,000. Second by Ms. Mester. Motion carried.

3. Heikkinen Trust Fund Report

The Board reviewed the report and the expenditures that have been made to date for the Children's Department renovation. Mr. Koszalka stated that we are making significant progress and plan on finishing the project in time for next year's Summer Reading Club. We are currently waiting for the Public Works Electrical Division to complete wiring and other electrical work.

4. 2012 Holidays and Closings

Alderman Kopplin moved to approve the schedule as presented. Second by Ms. Johns-Konkol. Motion carried.

5. November and December meeting dates

The Board discussed its upcoming schedule of meetings. Alderman Kopplin moved to change the schedule to reflect a single meeting on Wednesday, December 14, 2011 at 7:00 p.m. (no meeting on November 23 or December 28). Second by Mrs. Karrels. Motion carried.

6. Trustee Essentials, Chapter 16 – Ethics and Conflict of Interest Laws Applying to Trustees

The Board reviewed and discussed key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- Former Library Board President Paulson will be receiving an award at the WLA Honors and Awards Banquet being held Thursday, November 3rd at the Hilton Milwaukee City Center (WLA Conference).

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- Several activities were held during Teen Read Week including an Open House on October 20th (10 participants), a scavenger hunt (18 participants) and a trivia contest.
- We are going to begin the goal of updating and revising job descriptions as part of our ongoing commitment to meet the needs and expectations of our patrons. This goal/objective is detailed in the library's current strategic plan.

Other Business

None.

Adjournment

There being no further business, Alderman Kopplin moved to adjourn. Second by Ms. Johns-Konkol. Motion carried and meeting adjourned at 7:50 p.m.

Respectfully submitted,

Alderman Kurt Kopplin
Acting Secretary