

## **MINUTES OF THE LIBRARY BOARD**

**April 25, 2012**

Conference Room – West Allis Public Library  
7421 West National Avenue

Mrs. Mikolajewski called the April 25, 2012 Library Board meeting to order at 7:00 p.m.  
Ms. Mester read the library's Mission Statement.

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

Excused: Ms. Johns-Konkol, Mrs. Olson

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

Also present: Matthew Baumeister, West Allis

### **Approval of Minutes**

Mr. Kopplin moved the minutes of the March 28, 2012 meeting be accepted as received. Second by Ms. Mester. Motion carried (Mr. Fischer-Toerpe abstained from voting).

### **Statements by Citizens**

Mr. Baumeister stated that he has checked out many of the library's DVDs and is disappointed in the overall condition of the disks—many are badly scratched and cannot be played. He would like to suggest that the library purchase a disk repair system. The Board thanked Mr. Baumeister for his comments and encouraged him to bring scratched and worn materials to the attention of the librarians so the items could be replaced as necessary.

### **Correspondence**

The March 26, 2012 letter to James C. Cantrall from Library Director Michael Koszalka was noted. The letter states, "As a result of your inappropriate, criminal behavior, your library privileges cease, and you are immediately banned from the West Allis Public Library." The letter goes on to state, "At its April 25, 2012 meeting, the West Allis Public Library Board of Trustees will vote to affirm this immediate ban." This item will be discussed under New Business, Item #5.

The April 4, 2012 letter to Joseph A. Goldberg from Library Director Michael Koszalka was noted. The letter states, "On March 28, 2012 the West Allis Public Library Board of Trustees voted unanimously to revoke your library privileges at the West Allis Public Library."

The April 4, 2012 letter to Johnie F. Grier from Library Director Michael Koszalka was noted. The letter states, "On March 28, 2012 the West Allis Public Library Board of Trustees voted unanimously to revoke your library privileges at the West Allis Public Library."

The March 28, 2012 letter to Mr. Koszalka from library patron Christina Klauck-Langer was noted. The letter concerns a damaged material charge that was assessed to a family member's card. The April 9, 2012 letter to Ms. Christina Klauck-Langer from Library Director Michael Koszalka was noted. That letter states, "...our offer to resolve the situation by allowing you to pay half the replacement cost is generous and fair, and I hope that you will reconsider your decision."

### **Reports – Claims and Finance**

Mr. Kopplin read the Claims and Finance Report and moved acceptance of claim numbers 03371-03401 for \$288,417.95. Second by Ms. Mester. Motion carried.

### **Old Business**

#### **1. Library WebPage**

Mr. Koszalka indicated that library staff has been meeting and working with IT Division staff to develop a library webpage that will meet the needs and expectations of our patrons. The City has contracted with CivicPlus to create a dynamic, interactive site for the City, and IT Division Manager Jim Jandovitz has agreed to pay for a sub-site for the library. The sub-site will allow the library to create and maintain its own pages using the design modules purchased from CivicPlus and the site standards established by the City. The library's proposed homepage has undergone several revisions by CivicPlus and is much improved. Mr. Koszalka will continue to keep the Board informed as development of the site continues, and we remain optimistic that we will be able to utilize the sub-site.

### **New Business**

#### **1. MCFLS update**

Mr. Koszalka reported that MCFLS received a response concerning the ongoing resource library agreement issues from Kurt Kiefer, Assistant State Superintendent, Division for Libraries and Technology. In his April 9, 2012 letter, Mr. Kiefer affirms that the existing resource library agreement has been extended through December 31, 2012, or until a new agreement is reached. He also outlined a plan of action:

- The DLT will attempt to mediate a new system resource library agreement.
- If MCFLS and MPL are unable to reach an agreement before December 31<sup>st</sup>, the DLT will propose a new agreement, which will be binding if it is acceptable to MPL.
- If the proposed agreement is unacceptable to MPL, then the MCFLS Board must negotiate with the member library with the next largest annual operating budget to serve as the system resource library in 2013.

2. Heikkinen Memorial Trust Report

Ms. Mester moved to approve the report as presented. Second by Mr. Fischer-Toerpe.  
Motion carried.

3. Terchak Trust (Library)/Terchak Endowment (GMF) Report

Mr. Kopplin moved to accept the report as presented. Second by Ms. Mester. Motion carried.

4. Review of the 2010-2013 Strategic Plan (progress to date)

The Board reviewed the progress made toward completing each goal/objective in the Plan.

(Ms. Suelzer took leave at this point.)

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

The Board reviewed the incident involving Mr. Cantrall as outlined in Mr. Koszalka's March 26, 2012 letter. Ms. Mester moved to accept the recommendation of the Library Director to revoke the library privileges of James C. Cantrall. Second by Mr. Kopplin. Motion carried.

6. Trustee Essentials, Chapter 21 – The Library Board and Accessible Services

The Board reviewed and discussed key points in this chapter.

**Director's Report**

Mr. Koszalka reported:

- The public computer classes offered by the Adult Reference Department are off to a successful start. Since February 7<sup>th</sup>, 25 classes have been held with 216 participants.

**Other Business**

Mrs. Mikolajewski mentioned the library will participate in the City's West Allis Ala Carte, which will be held on June 3<sup>rd</sup> this year.

**Adjournment**

There being no further business, Mrs. Garrison moved to adjourn. Second by Mr. Fischer-Toerpe. Motion carried and meeting adjourned at 8:40 p.m.

Respectfully submitted,

Carol Garrison  
Secretary

