

MINUTES OF THE LIBRARY BOARD

February 22, 2012

Conference Room – West Allis Public Library
7421 West National Avenue

Mrs. Mikolajewski called the February 22, 2012 Library Board meeting to order at 7:00 p.m. and appointed Alderman Kopplin the Acting Secretary. Mrs. Karrels read the library's Mission Statement.

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

Excused: Mrs. Garrison, Ms. Mester

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

Approval of Minutes

Alderman Kopplin moved the minutes of the January 25, 2012 meeting be accepted as received. Second by Mrs. Olson. Motion carried.

Statements by Citizens

None.

Correspondence

The February 1, 2012 letter to Julie Dropp from Michael Koszalka, Library Director, was noted. The letter will be discussed under New Business, Item #3.

The February 8, 2012 letter to Armando Moore from Michael Koszalka, Library Director, was noted. The letter will be discussed under New Business, Item #3.

Reports – Claims and Finance

Alderman Kopplin read the Claims and Finance Report and moved acceptance of claim numbers 03299-03330 for \$46,583.47. Second by Mrs. Olson. Motion carried.

(Mr. Fischer-Toerpe present at this point.)

Closed Session

Mrs. Mikolajewski announced that the Board will entertain a motion to convene in closed session to consider the disciplinary data of a specific person. A closed session for the above stated purpose is authorized pursuant to the provisions of Wisconsin Statutes 19.85(1)(f) which authorizes a governmental body to meet in closed session for the purpose of considering

financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Mrs. Olson moved that the Board convene in closed session. Second by Mrs. Karrels. Ayes: Fischer-Toerpe, Ms. Johns-Konkol, Mrs. Karrels, Alderman Kopplin, Mrs. Mikolajewski, Mrs. Olson, Ms. Suelzer. Motion carried and closed session began at 7:07 p.m.

Mr. Fischer-Toerpe moved that the Board reconvene in open session. Second by Alderman Kopplin. Motion carried unanimously and the Board reconvened in open session at 7:30 p.m.

Mrs. Mikolajewski announced that the Board would resume its regular order of business.

Old Business

None.

New Business

1. MCFLS update

Mr. Koszalka reported that the next MCFLS Board meeting is scheduled for February 27th. He anticipates having an update for next month's meeting concerning the Milwaukee Public Library and the 2012-2013 Member Agreement.

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 indicating that MCFLS did provide effective leadership and adequately meet the needs of the library. Second by Alderman Kopplin. Motion carried. The Board directed staff to complete the section as follows: "The West Allis Public Library Board was pleased to see the Milwaukee County Federated Library System Board exert more leadership, moving in a positive direction this past year. The MCFLS Board was attentive to the concerns of each of the member libraries and demonstrated a willingness to address some long-standing issues. The MCFLS Board acknowledged the impact of borrowing imbalances, which is a key concern of the West Allis Library Board, by allocating a larger percentage of state aid toward reciprocal borrowing payments. Effective leadership by the MCFLS Board is integral if MCFLS and its member libraries are to be successful in resolving the many issues still remaining."

3. Recommendation from the Library Director to revoke the library privileges of two library patrons

The Board reviewed the incidents involving Ms. Julie Dropp as outlined in Mr. Koszalka's February 1, 2012 letter. Mr. Fischer-Toerpe moved to accept the recommendation of the Library Director to revoke the library privileges of Julie Dropp. Second by Ms. Suelzer. Motion carried. Mr. Koszalka will notify Ms. Dropp of the Board's decision.

The Board reviewed the incidents involving Mr. Armando Moore outlined in Mr. Koszalka's February 8, 2012 letter. Alderman Kopplin moved to accept the recommendation of the Library Director to revoke the library privileges of Armando Moore. Second by Mr. Fischer-Toerpe. Mr. Koszalka will notify Mr. Moore of the Board's decision.

At the point in the revocation process, both Ms. Dropp and Mr. Moore have a thirty-day period in which to request an administrative review of the decisions.

4. Trustee Essentials, Chapter 19 – Library Director Certification

The Board reviewed and discussed key points in this chapter.

Director's Report

Mr. Koszalka reported:

- He will be meeting with Dan Weast, WA-WM Schools Director of Student Services, to discuss the on-going incidents involving teens. We are working on a resolution with both the School District and the Police Department.
- The City is moving ahead with its new Website project. We are working with the IT Division on a revamped Library WebPage that will be more appealing to our patrons and more attuned to the needs of a public library. We have submitted our ideas and are waiting for the CivicPlus design staff to produce a sample page for our review.
- A corrected copy of the Public Access Internet Policy is included in tonight's packet.
- He has met with company reps from Valentine's Coffee Roasters to discuss the possibility of a coffee kiosk in the library atrium.

Other Business

Mrs. Mikolajewski mentioned that a flyer promoting the upcoming Community Dinner/Dance is included in tonight's packet. The event will be held on Saturday, March 31st and will benefit the Aurora West Allis Medical Center Family Consultation Room.

Library Board Minutes
February 22, 2012 Meeting
Page Four

Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Ms. Suelzer. Motion carried and meeting adjourned at 8:05 p.m.

Respectfully submitted,

Alderman Kurt Kopplin
Acting Secretary