

## **MINUTES OF THE LIBRARY BOARD**

**January 25, 2012**

Conference Room – West Allis Public Library  
7421 West National Avenue

Mrs. Mikolajewski called the January 25, 2012 Library Board meeting to order at 7:05 p.m. Mrs. Garrison read the library's Mission Statement.

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

Excused: Ms. Johns-Konkol

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

### **Approval of Minutes**

Mr. Fischer-Toerpe moved the minutes of the December 14, 2011 meeting be accepted as received. Second by Alderman Kopplin. Motion carried.

### **Statements by Citizens**

None.

### **Correspondence**

The January 4, 2012 letter to Xavier Ruiz from Michael Koszalka, Library Director, was noted. The letter states, "On December 14, 2011, the West Allis Public Library Board of Trustees voted unanimously to revoke your library privileges at the West Allis Public Library."

Mr. Koszalka indicated that he was unable to send a revocation letter to Mr. Richard Bien-Aime as there is no current address available.

The January 17, 2012 letter to Karen Mikolajewski, Board President, from Paul M. Ziehler, President, MCFLS Board of Trustees, was noted. The letter states, "Thank you for signing and returning two copies of the 2012-2013 Milwaukee County Federated Library System (MCFLS) Member Agreement, which was finalized by the MCFLS Board on August 15."

### **Reports – Claims and Finance**

Alderman Kopplin read the Claims and Finance Report and moved acceptance of claim numbers 03244-03298 for \$87,305.93. Second by Mrs. Olson. Motion carried.

### **Old Business**

None.

## **New Business**

### **1. MCFLS update**

Mr. Kozzalka reported that all the member libraries in Milwaukee County have signed the 2012-2013 MCFLS Member Agreement. However, the Agreement signed by the Milwaukee Public Library Board of Trustees was returned with all references to reciprocal borrowing struck out. The MPL Board does not agree to the reciprocal borrowing terms and is asking that MCFLS engage an independent source to review the methodology used in determining payments for reciprocal borrowing. The MCFLS Board is seeking legal counsel as it considers various options. In addition, the MPL Board voted to reject the Resource Agreement under the terms offered (a reduction in compensation) by the MCFLS Board. The MPL Board has indicated it intends to participate in the facilitated negotiation process provided for in Wisconsin State Statutes Chapter 43 and is asking MCFLS to schedule a meeting date.

A very informative article about ebooks was published in our local paper. The member libraries in the state's 17 library systems have agreed to supply about \$700,000 in funding to expand the offerings in the Wisconsin Public Library Consortium's Digital Downloadable Center. An additional \$300,000 will come from a grant from the Department of Public Instruction. The intent is that each library in the state will contribute approximately 5% of its materials budget each year to the statewide initiative. West Allis will be contributing about \$9,000-\$10,000 to the program in 2012.

### **2. Library Organization Chart – revisions**

Mr. Kozzalka highlighted the changes to the library's Organization Chart. Mrs. Garrison moved to accept the revisions as presented. Second by Mr. Fischer-Toerpe. Motion carried.

### **3. Public Access Internet Policy – staff recommendation for approval**

This policy was last updated in 2002 and needed to be revised to incorporate our current Internet capabilities. Ms. Mester moved to accept the policy as presented. Second by Alderman Kopplin. The Board discussed the proposed policy and requested the following changes:

- Combine the "Children's Department" section with the "Children's Department Workstations" section into one section and eliminate any/all duplication
- Include the statement requiring a valid MCFLS library card in the "Young Adult Workstations" section
- Add another section that incorporates our current policy of allowing a parent to restrict his/her child's access to Internet services

Mr. Fischer-Toerpe moved to amend the motion by deleting "as presented" and adding "with the requested changes." Second by Mrs. Garrison. Motion to amend carried. (Amended motion: ...to accept the policy with the requested changes.) Motion carried.

4. Trustee Essentials, Chapter 18 – Library Board Appointments and Composition  
The Board reviewed key elements in this chapter.

**Director's Report**

Mr. Koszalka reported:

- The carpeting project is now complete; the entire library has been re-carpeted.
- We are working with the City on the new Webpage. The library will be developing and maintaining its own independent sub-site. There will be a start-up charge and a yearly maintenance fee for the sub-site, which the City is asking the library to pay.
- We have added another seven PCs in the Children's Department, bringing the overall number of public access PCs in the building to 59.
- Performance appraisals for the professional staff are underway and should be completed by the end of February.

**Other Business**

Mrs. Mikolajewski mentioned that West Allis Ala Carte will be held on Sunday, June 3<sup>rd</sup> this year. She hopes that Board members will consider volunteering for a shift at the library's booth.

**Adjournment**

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

Respectfully submitted,

Carol Garrison  
Secretary