

MINUTES OF THE LIBRARY BOARD

June 22, 2011

Conference Room – West Allis Public Library
7421 West National Avenue

President Paulson called the June 22, 2011 Library Board meeting to order at 7:03 p.m. and read the first paragraph of Trustee Essentials 12: Library Standards. Mrs. Garrison was appointed the Acting Secretary.

Present: Mr. Fischer-Toerpe, Mrs. Garrison, Mrs. Karrels,
Mrs. Mikolajewski, Sister Paulson

Excused: Ms. Johns-Konkol, Alderman Kopplin, Ms. Mester,
Mrs. Olson

Also present: Elizabeth Suelzer, 2144 South 76 Street, West Allis;
Sister Paula Marie Jarosz,

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

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

Approval of Minutes

Mrs. Garrison moved to accept the minutes of the May 25, 2011 meeting as received. Second by Mrs. Mikolajewski. Motion carried.

Statements by Citizens

Ms. Suelzer stated that she was present tonight to observe the meeting. Her family moved into West Allis last September, and they love and enjoy the library. Ms. Suelzer has a background in library science, and she wants to stay in touch with the library community. She indicated she would be interested in serving on the Library Board if an opportunity arises.

Correspondence

The May 25, 2011 letter from Kurt D. Wachholz, District Administrator, School District of West Allis-West Milwaukee, et al., to Sr. Mary Ellen Paulson, O.P. President, West Allis Public Library Board, was noted. The letter states, "This letter is to inform you that I have asked Carol Garrison to represent me on the West Allis Library Board."

The May 27, 2011 letter from James A. Gingery, Director, Milwaukee County Federated Library System, to Michael Koszalka, Director, West Allis Public Library, was noted. This letter will be discussed under Old Business, Item #2.

The draft letter dated June 15, 2011 from Michael Koszalka, Library Director, to Jim Gingery, Director, Milwaukee County Federated Library System, was noted. This letter will be discussed under Old Business, Item #2.

Reports – Claims and Finance Report

Mrs. Mikolajewski read the Claims and Finance Report and moved acceptance of claim numbers 03000-03038 for \$150,129.17. Second by Mrs. Garrison. Motion carried.

Old Business

- 1, Proposed donation of a United Nations flag from the United Nations Association-Greater Milwaukee Chapter with a request that the flag be flown each year on October 24th (UN Day Observance)

Mr. Koszalka reported that he has consulted with City Attorney Scott Post and Assistant City Attorney Sheryl Kuhary regarding this item. Currently, there is not a city-wide policy governing this topic, and although a policy is being developed, it could be some time before one is in effect. This leaves the decision regarding whether to accept and fly the flag to the Library Board's discretion. Mrs. Garrison moved to accept the flag and fly it on UN Observance Day (October 24th) each year. Second by Mr. Fischer-Toerpe. Motion carried.

2. MCFLS Member Agreement 2012-

Mr. Koszalka reported the MCFLS Board met in closed session on June 20th and did not report out of the session, which means we continue to wait for the final allocation determinations, including the percentages allotted for reciprocal borrowing and cataloging. Once the MCFLS Board passes a Member Agreement, the document will be submitted to the member Library Boards, and each Board will have to determine if the Agreement is right for its library.

The Board discussed the May 27, 2011 letter from Director Gingery and Mr. Koszalka's June 15, 2011 draft reply. Both documents were received under Correspondence. The May 27, 2011 letter states, "...the MCFLS Board does not wish to proceed with a West Allis proposal to work together to incorporate language into the next system member agreement that would disallow Milwaukee Public Library's (MPL) current method of pursuing collections for damaged/overdue/lost items based on the residency of the patron. It is our opinion that the collection agency procedure utilized by a member library(ies) falls outside the statutory requirements for library system membership as enumerated in Wisconsin Statutes 43.15(4)(c) ... and, therefore, should not be made a condition of system membership." Mr. Koszalka's letter was drafted based on recommendations and opinions from the City Attorney's Office. The draft states, "Clearly, the collection procedures for the library would be considered part of the library's services and terms that are provided

to its residents, and the statute prohibits any member libraries from treating non-residents differently than residents when enforcing the collection policy. Additionally, the membership agreement upholds the integrity of local circulation policies. Contrary to the MCFLS opinion, the collection agency procedure utilized by members library is covered by the statute because the statute requires consistency in treatment of the residents of the system area.” Mr. Fischer-Toerpe moved that the Board accept (and send) the letter with the provision that the final sentence be reworked to reflect a more moderate position. Second by Mrs. Mikolajewski. Motion carried.

New Business

1. MCFLS update

Mr. Koszlka reported that a compromise was reached in the state budget debate that will save WiscNet, our low-cost Internet provider, for at least the next two years.

2. Library 2012 operating budget

Mr. Koszalka reported that we have not yet received the Mayor’s guidelines for the 2012 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. Request funds from the Terchak Trust Fund for continuing renovations

The Board reviewed the fund balances and considered the staff request for additional funding. Mrs. Mikolajewski moved to approve the request for \$10,000 for continuing renovations in the Adult Department. Second by Mrs. Garrison. Motion carried.

4. Trustee Essentials, Chapter 12 – Library Standards

The Board reviewed and discussed key elements in this chapter.

Director’s Report

Mr. Koszalka reported:

- Congressman Sensenbrenner and Senator Vukmir held a Town Hall meeting at the library on Monday evening. The meeting was very orderly, with capacity attendance but no overflow crowd.
- Summer programming is well underway for all age groups—children, young adults, and adults.
- Circulation is on a record setting pace with 58,950 items circulated in May, a 13% increase.
- The West Allis Ala Carte event went very well. Many attendees expressed their interest in and support for the library. Thanks to Mrs. Mikolajewski for organizing the event for the library, and Ms. Mester, Mr. Fischer-Toerpe, Ms. Carol Mitchell (Friends), and Mr. and Mrs. Mikolajewski for manning the library’s station.

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Other Business

Mrs. Garrison mentioned that this could be Sister Paulson's last meeting as her term is expiring at the end of June. If so, she would like to extend thanks to Sister Paulson for her more than 15 years of service to the library.

Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Mrs. Garrison. Motion carried and meeting adjourned at 8:14 p.m.

Respectfully submitted,

Carol Garrison
Acting Secretary