

MINUTES OF THE LIBRARY BOARD

May 25, 2011

Conference Room – West Allis Public Library
7421 West National Avenue

President Paulson called the May 25, 2011 Library Board meeting to order at 7:00 p.m.
Mrs. Olson read the library's Mission Statement.

Present: Mr. Fischer-Toerpe, Mrs. Garrison, Ms. Johns-Konkol,
Mrs. Karrels, Alderman Kopplin, Ms. Mester,
Mrs. Mikolajewski, Mrs. Olson, Sister Paulson

Also present: Paul Ziehler, City Administrative Officer

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

Approval of Minutes

Mrs. Garrison moved to accept the minutes of the April 27, 2011 meeting as received.
Second by Ms. Mester. Motion carried.

Statements by Citizens

None.

Correspondence

The April 25, 2011 letter from James Gingery, Director, Milwaukee County Federated Library System to the West Allis Public Library was noted. The letter states, "For purposes of verification in connection with our annual audit, will you please confirm to our auditors, Kerber, Eck & Braeckel, LLP, that the amount of the reciprocal borrowing payment that was made to your organization during the year ended December 31, 2010, as stated below is correct." The library verified that \$290,862 had been received.

Reports – Claims and Finance

Alderman Kopplin read the Claims and Finance Report and moved acceptance of claim numbers 02970-02999 for \$136,537.80. Second by Mrs. Karrels. Motion carried. The monthly Financial Report was also included for the Board's review.

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)

The City Attorney's Office is suggesting a policy of citywide uniformity for accepting and flying flags and is formulating some recommendations. The Board will continue to hold this item until it receives the recommendations.

Sister Paulson announced that the Agenda would be taken out of order. Old Business, Item #2 will be held until Paul Ziehler arrives.

New Business

1. MCFLS update

Mr. Koszalka indicated that he had no items to report other than the information that would be discussed under Old Business, Item #2.

2. Teen Space Usage Policy (Young Adult Area)

Mr. Koszalka indicated that the draft presented for consideration tonight has been reviewed by the City Attorney's Office. Alderman Kopplin moved to accept the policy as presented. Second by Mrs. Olson. After some discussion, Alderman Kopplin moved to amend his motion to accept the policy with an additional line stating that the PCs in the Teen Space will be filtered. Mr. Fischer-Toerpe seconded the amendment. Motion to amend carried. Motion as amended carried.

Section pertaining to PCs will read:

The six computers in the teen space are available for teens 12-18. Computers are available on a first come, first served basis, and teen patrons will be able to use some or all of their 90 minutes of internet time on these computer stations. PCs in the Teen Space will be filtered."

3. Overdue Materials Collection Report

The Board reviewed this informational report, which details the number of patrons who have been sent demand letters and the amount of material that has been returned or replaced as a result of the library's collection policy.

4. Trustee Essentials, Chapter 11 – Planning for the Library's Future

The Board reviewed and discussed key elements in this chapter.

Sister Paulson announced that the Board would consider Old Business, Item #2 at this point as Paul Ziehler was present.

Old Business

2. MCFLS Member Agreement 2012-

Mr. Ziehler shared information concerning the potential decrease in state aid revenue to MCFLS, the impact on the overall MCFLS budget, and the impact on the proposed Member Agreement including the allocation for reciprocal borrowing. Mr. Ziehler indicated that in 2012 MCFLS will most likely experience a 10% cut in state aid revenue. MCFLS Director Jim Gingery has submitted some preliminary ideas to balance the budget to the MCFLS Board. Two items being considered are an increase in the amount member libraries would pay toward the Cataloging Contract and a decrease in the amount MCFLS would pay to member libraries for reciprocal borrowing. Mr. Gingery is not proposing a decrease in the 2012 reciprocal borrowing payment, which covers reciprocal borrowing imbalances in the fourth year of the current contract. However, the 2013 payment, which would cover the first year of the proposed Member Agreement, could be affected. Other ideas include dropping memberships in organizations, reducing the amount allocated for continuing education, and changes in staff benefits.

The MCFLS Board is also considering the proposed funding allocations for various items in the 2012-2013 Member Agreement. Mr. Ziehler indicated that there have been no major disagreements other than determining the allocations for reciprocal borrowing, the Cataloging Contract, and the Resource Library. The MCFLS Board has asked MCFLS staff to submit one specific recommendation that will be considered at the June meeting.

Mr. Ziehler confirmed that the MCFLS Board does not wish to proceed with the West Allis proposal to work together to incorporate language into the Member Agreement that would disallow any member library from pursuing collections for overdue/lost/damaged materials based on the residency of the patron. Mr. Ziehler indicated that Mr. Gingery is working on a response to Mr. Koszalka's April 25, 2011 letter that will be sent out within a few days. The response will provide specific support for MCFLS' opinion that the collection agency procedure falls outside of the statutory requirements for system membership. Mr. Ziehler indicated this issue may need to be resolved in some other manner.

The Board thanked Mr. Ziehler for attending the meeting and providing additional information about the Member Agreement. Mr. Ziehler took leave at this point.

Sister Paulson announced that the Board would return to its regular of business.

New Business

5. West Allis Ala Carte – June 5, 2011

The library will have an informational booth at West Allis Ala Carte this year.

Mrs. Mikolajewski, Mr. Fischer-Toerpe, Ms. Mester, Mr. Koszalka, and WAPL Friends' members will staff the booth.

Director's Report

There were no additional items to report.

Other Business

Sister Paulson mentioned that she had attended the May 23rd program, Voicing Your Support: How You Can Be an Effective Advocate for Your Library, which was sponsored by MCFLS and WCFLS (Waukesha). The program was intended specifically for Trustees and was very well attended and informative. Senator Lena Taylor and Representative Bill Kramer were panelists.

Adjournment

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Mrs. Garrison. Motion carried and meeting adjourned at 8:22 p.m.

Respectfully submitted,

Alderman Kurt Kopplin
Secretary