

## **MINUTES OF THE LIBRARY BOARD**

**March 23, 2011**

Conference Room – West Allis Public Library  
7421 West National Avenue

President Paulson called the March 23, 2011 Library Board meeting to order at 7:00 p.m. and appointed Ms. Johns-Konkol the Acting Secretary. Mr. Fischer-Toerpe read the library's Mission Statement.

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

Excused: Mrs. Garrison, Alderman Kopplin, Mrs. Olson

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

### **Approval of Minutes**

Mrs. Mikolajewski moved to accept the minutes of the February 23, 2011 meeting as received. Second by Ms. Mester. Motion carried.

### **Statements by Citizens**

None.

### **Correspondence**

A copy of the February 24, 2011 letter to Jim Gingery, Director, Milwaukee County Federated Library System, from Michael Koszalka, Library Director, West Allis Public Library, was noted. This letter will be discussed under New Business, Item #2.

### **Reports – Claims and Finance**

Mrs. Mikolajewski read the Claims and Finance Report and moved acceptance of claim numbers 02896-02923 for \$39,077.52. Second by Ms. Mester. 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 24<sup>th</sup> (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.

**New Business**

1. MCFLS update

We have received \$269,612 in reciprocal borrowing payments--\$50,799 of the total is the reciprocal payment for West Milwaukee residents.

MCFLS has decided the best option for broadband expansion at this point is to change from the current Internet service provider (Norlight) to a new ISP (WiscNet). WiscNet is a non-profit company and many other library systems are WiscNet members. This change will allow MCFLS to increase broadband capacity while still using the standard copper wiring at a monthly cost to West Allis of approximately \$250.00 per month.

Director Gingery has begun working on the MCFLS 2012 preliminary budget that could include a 10% cut under the proposed State biennial budget. If the system aid cut does occur, it would be preferable for the System to absorb the impact over two years (5% in 2012 and 5% in 2013) rather than the proposed entire 10% (approximately \$297,000) cut in 2012.

2. MCFLS Member Agreement 2012-

Tonight's packet includes a copy of the February 22, 2011 letter to Ashanti Hamilton, President, Milwaukee Public Library Board of Trustees, from MCFLS Director James A. Gingery. In a February 8<sup>th</sup> letter, Mr. Ashanti has asked the MCFLS Board to reconsider the financial terms for the 2012-2013 Member Agreement as pertains to reciprocal borrowing and other contracts with the Milwaukee Public Library. Mr. Gingery had recommended that the current allotment of 64.5% of MCFLS' state aid be retained for member payments and agreements, but that the percentages within the allotment be adjusted for the various payments. Under the proposal the amount allocated for reciprocal borrowing would increase from 40% to 44% of the 64.5% total. Mr. Hamilton's letter states that, "If implemented suburban libraries will gain \$237,956 in payments at the expense of Milwaukee Public Library, who will see equal cuts in their service agreements with MCFLS." Director Gingery's February 22<sup>nd</sup> letter is a response to the request and states, "Reciprocal borrowing payments are paid out to solve a problem of imbalances, and thus benefit both net borrowers and net lenders." Mr. Gingery's letter also states, "If these payments were not made, based on system history, our system would not be able to hold together." Our Board agrees with this statement and strongly supports the proposed increase in allocation to address reciprocal borrowing imbalances.

The February 24<sup>th</sup> letter noted under Correspondence was discussed at this point. The letter conveys the action taken by the West Allis Public Library Board at its February

23<sup>rd</sup> meeting. The letter states, “The West Allis Public Library Board of Trustees requests that a clause be inserted into the Member Agreement presently being negotiated stating that collection of monies owed by patrons on overdue/damaged items be pursued by libraries solely on the basis of ownership, and that one system library has no right to pursue collection of any item other than that owned by and purchased with money provided through that library’s municipal funding.”

These items will be considered by the MCFLS Board as work on the proposed Member Agreement continues. Mr. Koszalka will communicate the Board’s position concerning the recommended Member Agreement allocations particularly the proposed reciprocal borrowing allotment.

3. 2010 Public Library Annual Report

Mr. Fischer-Toerpe moved to accept the Annual Report as presented. Second by Mrs. Mikolajewski. Motion carried.

4. 2010 Trust Fund Report

Mr. Fischer-Toerpe moved to accept the Trust Fund Report as presented. Second by Mrs. Mikolajewski. Motion carried.

5. Overdue Materials Collection Policy – Reinstatement of Borrowing Privileges

The Board discussed at what point in the collection process a patron’s borrowing privileges could be reinstated. In addition to overdue library materials and fines, a patron may be responsible for court costs and other municipal fees that would not appear on a library record. Mr. Fischer-Toerpe moved not to withhold borrowing privileges pending payment of any/all municipal costs unless a method to record the costs could be adapted to our county-wide circulation system. There was no second; Mr. Fischer-Toerpe withdrew his motion. Ms. Mester moved that borrowing privileges be reinstated when a patron’s library record has been cleared, with the Library Board retaining its discretion to consider withholding the borrowing privileges of chronic offenders. Second by Mrs. Mikolajewski. Motion carried. Staff was directed to work with the City Attorney’s Office on a case-by-case basis.

6. Trustee Essentials, Chapter 9 – Managing the Library Money

The Board reviewed and discussed key elements in this chapter.

**Director’s Report**

Mr. Koszalka reported:

- The Children’s Department used the newly renovated Story Room for a movie night on March 1<sup>st</sup>. Twenty-five children and twenty adults attended this very successful program.

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**Other Business**

None.

**Adjournment**

There being no further business, Mr. Fischer-Toerpe moved to adjourn. Second by Ms. Mester. Motion carried and meeting adjourned at 8:18 p.m.

Respectfully submitted,

Bree Johns-Konkel  
Acting Secretary