

MINUTES OF THE LIBRARY BOARD

October 24, 2012

Conference Room – West Allis Public Library
7421 West National Avenue

Mrs. Mikolajewski called the October 24, 2012 Library Board meeting to order at 7:02 p.m.
Ms. Johns-Konkol read the library's Mission Statement.

Present: Mr. Fischer-Toerpe, Mrs. Garrison, Ms. Johns-Konkol,
Mrs. Karrels, Mrs. Mikolajewski, Alderperson Probst

Excused: Ms. Mester, Mrs. Olson, Ms. Suelzer

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

Mrs. Mikolajewski welcomed the Board's newest member, Alderperson Cathleen Probst, to the meeting.

Approval of Minutes

Mrs. Garrison moved to accept the minutes of the September 26, 2012 meeting as received.
Second by Ms. Johns-Konkol. Motion carried.

Statements by Citizens

None.

Correspondence

None.

Reports – Claims and Finance Report

The Board reviewed the Claims and Finance Report. Mrs. Karrels moved to accept the report as presented including approval of claim numbers 03587-03623 amounting to \$111,948.66. Second by Ms. Johns-Konkol. Motion carried. The Board also reviewed the October 24, 2012 Financial Report.

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

Old Business

1. Library WebPage

The library's site is now up and running, with our own URL— www.westallislibrary.org.
The library is able to update its pages in real time, which allows us to keep the site current.
(Mr. Koszalka will verify that City website users can be seamlessly transferred to the library's new site.)

2. Library 2013 operating budget

Following the completion of the Mayor's review process, \$5,000 was restored to the library's materials account. This means that the budget approved by the Library Board will include an additional \$5,000 for materials. The revised materials amount is \$281,000, with an overall proposed budget amount of \$1,824,006.

New Business

1. MCFLS update

Mr. Koszalka reported that as of January 1st MCFLS will be replacing the current mobile app, LibraryAnywhere, with a new mobile app device, Boopsie. This product gives patrons the ability to connect to CountyCat to search records, access Overdrive, etc. In order to purchase Boopsie, all member libraries were asked to absorb a portion of the cost and agree to a three-year subscription commitment. The MCFLS Director indicated that member libraries most likely will need to work together to fund what is needed as we go forward into 2014/2015. Mr. Koszalka expressed concern with the impact this type of cost shifting could have on our library.

The MPL Central Library announced it will be trimming its hours after the first of the year, and several Milwaukee branches will no longer staff their buildings with librarians during the morning shifts of 9:00 a.m.-noon. These libraries will be open for materials check-out and computer use only. Our library will most likely experience some change in non-resident use with the reduced hours and services.

2. Public Access Internet Policy – Staff recommendation for change

Mr. Fischer-Toerpe moved to accept the revision as presented. Second by Ms. Johns-Konkol. Motion carried. Policy now states:

Children's Department

2. The child's own valid Milwaukee County Federated Library System (MCFLS) card is necessary to use the Children's Department Internet computers. Internet computers in the Children's Department are available to users under age 15 for 90 minutes a day.

3. 2013 Holidays and Closings

Mrs. Garrison moved to accept the 2013 schedule of closings as presented. Second by Mr. Fischer-Toerpe. Motion carried.

4. November and December meeting dates

The Board discussed its upcoming schedule of meetings. Mrs. Garrison moved to revise the schedule to reflect a single meeting on Wednesday, December 5, 2012 at 7:00 p.m. (no meeting on November 28 or December 26). Second by Ms. Johns-Konkol. Motion carried.

5. Trustee Essentials, Chapter 27 – Trustee Orientation and Continuing Education
The Board reviewed and discussed key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- There were 51 applicants for the open Librarian I position. The field has been narrowed to eight candidates by the City's Principal HR Analyst, Jane Barwick. He and Ms. Barwick will conduct the first round of interviews next week. After that, the top ranked three or four applicants will be invited to a second interview at the library, which he will conduct with library department heads Ellen Dobrogowski and Lisa Steckhahn.
- We are ready to begin renovating the Adult Reference area. Smaller, more functional furniture is being selected for our transition to a roving reference service model.
- Two young adult programs have been planned for the upcoming weeks. On October 30th, Michelle Hodkin, a well-known young adult author, is scheduled for a meet the author/book signing event. On November 15th, a Breaking Dawn Bonanza, celebrating the release of the final Twilight movie is scheduled.

Other Business

None.

Adjournment

There being no further business, Ms. Johns-Konkol moved to adjourn. Second by Mr. Fischer-Toerpe. Motion carried and meeting adjourned at 8:02 p.m.

Respectfully submitted,

Carol Garrison
Secretary