

MINUTES OF THE LIBRARY BOARD

September 23, 2015 Meeting

Conference Room-West Allis Public Library
7421 W National Avenue

Mrs. Mikolajewski called the September 23, 2015 Library Board meeting to order at 7:00 p.m.

Present: Ms. Johns-Konkols, Superintendent Dr.Marty Lexmond, Mrs. Mikolajewski,
Ms. Suelzer, Ms. Wadewitz, Ms. Wenzel

Excused: Mr. Fischer-Toerpe, Mrs. Karrels, Alderperson Probst

Staff present: Michael Koszalka, Library Director
Lisa VandenBoom, Librarian IV

Approval of Minutes

Ms. Wadewitz moved to accept the minutes of the August 26, 2015 meeting as written. Second by Dr.Lexmond. Motion carried.

Statements by Citizens

None.

Correspondence

A letter dated August 28, 2015 from Michael Koszalka, Library Director, to Ken Stanton was noted. It details how Mr. Stanton can appeal his library ban.

A letter dated September 1, 2015 from the Greater Milwaukee Foundation to Michael Koszalka, Library Director, was included in tonight's packet. It notes a grant transfer of \$9,577 from the Irv H. Terchak Fund.

An email from Michael Koszalka, Library Director, to Bruce Gay, Milwaukee Federated Library System Director, dated September 10, 2015 will be discussed under MCFLS Member Agreement, New Business Item # 2.

Reports-Claims and Finance

The Board reviewed the September Claims and Finance Report. Ms. Wenzel moved to accept the report as presented, including approval of claim numbers 4756 to 4783 in the amount of \$164,327.11. Second by Dr.Lexmond. Motion carried.

(Ms. Johns-Konkol present at this point)

Old Business

1. Library 2016 Operating Budget

On August 31, 2015 Mike Koszalka, Library Director, and Lisa VandenBoom, Librarian IV, met with Mayor Devine, Rebecca Grill, City Administrator, and Mark Wyss, Finance Director, to review the 2016 library budget. The approach taken by the City this year is different than in the past. It is a priority driven method that evaluates all services offered by the City and analyzes their value.

The Director's request to fill the second shift custodian position has been held by the Administration and Finance Committee. It will be readdressed in October after the Common Council has had input regarding the budget.

New Business

1. MCFLS Update

The cost per circulation calculation spreadsheet for West Milwaukee patrons was included in tonight's packet. West Milwaukee will pay \$2.67 to the West Allis Public Library for each West Allis item that their citizens checkout in 2015.

2. MCFLS Member Agreement

An email from Mike Koszalka, Library Director, to Bruce Gay, MCFLS Director, was discussed. It outlines aspects of the MCFLS Member Agreement that may be unacceptable to the West Allis Public Library. A key component of the proposed agreement is a significant decrease in reciprocal borrowing over the next four years, as well as cost shifting to purchase software and system shared resources.

Dr. Lexmond suggested that the Library Board invite Bruce Gay and Paul Ziehler, President of the MCFLS Board of Trustees, to the October Library Board meeting. Mr. Koszalka will contact Bruce Gay to facilitate the invitation.

3. Trustee Essentials, Chapter 4-Effective Board Meetings and Trustee Participation

The Board reviewed key elements in this chapter.

Director's Report

Mr. Koszalka reported:

- During the afternoon of 9/8/2015 at about 4:14 p.m. the Fire Department was called to the library in response to an irritant that was evident in the building-particularly on the first floor. Noticeable irritation of the throat and nose was widespread and West Allis Fire Department staff ordered an evacuation of the building. There were approximately

50-60 persons in the building at that time. Fire Department personnel were able to air out the building and make the library usable again shortly after 5:00 p.m.

Although difficult to state conclusively, there is a high probability that someone introduced an amount of pepper spray on the first floor that circulated throughout the building, Surveillance footage was reviewed in an effort to identify those responsible for the incident and forwarded to the Police Department.

- Four new outside tables and benches, including one that is ADA accessible, are now installed.
- In August Leisure Learners hosted Jessica Michna, a performer who portrayed Helen Keller, and 90 people attended.
- The library's circulation figures increased by 3 % in August.

Adjournment

There being no further business, Ms. Suelzer moved to adjourn. Second by Ms. Wenzel. Motion carried and the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Ellen Karrels, Secretary