

## **MINUTES OF THE LIBRARY BOARD**

### **August 23, 2017 Meeting**

Conference Room-West Allis Public Library  
7421 W National Avenue

Ms. Suelzer called the August 23, 2017 Library Board meeting to order at 7:00 p.m.

Present: Ms. Johns-Konkkol, Ms. Hart, Ms. Lerch, Mrs. Mikolajewski, Ms. Rymaszewski,  
Ms. Suelzer, Ms. Wadewitz, Alderperson Marty Weigel

Excused: Superintendent Dr. Marty Lexmond

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

#### **Approval of Minutes**

Mrs. Mikolajewski moved to approve the July 26, 2017 minutes as written. Second by Ms. Wadewitz. Motion carried.

#### **Statements by Citizens**

None.

#### **Correspondence**

None.

#### **Reports-Claims and Finance**

The Board reviewed the August Claims and Finance Report. Ms. Wadewitz moved to accept the report, including approval of claim numbers 5326 to 5347 in the amount of \$155,942.78. Second by Mrs. Mikolajewski. Motion carried.

#### **Old Business**

##### **1. 2018 Library Operating Budget**

On August 10<sup>th</sup>, Michael Koszalka met with Mayor Devine, City Administrator Rebecca Grill, and Finance Director Peggy Steeno to review the Library's 2018 budget request.

##### **2. Election of Officers**

Ms. Suelzer opened the floor for nominations. A motion was made by Alderperson Weigel to accept the current slate of officers. Second by Ms. Lerch. Motion carried.

2017/2018 Officers:

President Elizabeth Suelzer  
Vice President Michelle Wadewitz  
Secretary Jody Rymaszewski  
Financial Secretary Karen Mikolajewski

**New Business**

1. **MCFLS Update**

The statistics for the first month of Hoopla were released. From June 12<sup>th</sup>-July 14<sup>th</sup> the West Allis Public Library ranked eighth among the Milwaukee County suburban libraries with 85 uses.

2. **Revised Circulation of Library Materials Policy**

The Board reviewed the revised Circulation of Library Materials Policy. Alderperson Weigel moved to accept the revised policy. Second by Ms. Lerch. Motion carried.

3. **Trustee Essentials, Chapter 23-Dealing with Challenges to Materials and Policies**

The Board reviewed key elements in this chapter.

**Director's Report**

Mr. Koszalka reported:

- Starting September 5<sup>th</sup>, Personal Protection Services will be providing security guard service to the Library.
- Michael Koszalka recently completed a six -week online class covering library services to homeless patrons.

**Adjournment**

There being no further business, Alderperson Weigel moved to adjourn. Second by Ms Suelzer. Motion carried and the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Jody Rymaszewski,  
Secretary