

Moon Township Public Library Board of Trustees

12/17/2025, 6:00 pm

Location: Robin Hill Carriage House

Attendance: Katie Buchanan, Heather Panella, Kathleen Madonna-Emmerling, Rochelle Stachel.

Remote attendance: Barb Wink, Mary Jo Wise, Sydney Diehl

> Call to Order 6:03

> Approval of October 2025 Minutes

Motion to approve: Sydney Diehl, Second Mary Jo Wise.

Motion passes as amended: add signature line, end of exec session and reason, end time and motions.

> Public Comment

Patty Zusinas: Friends held a fundraiser, attended Chamber of Commerce, sponsored holiday tree, and wrote letter of support for MTPL Grant from Pizza Hut foundation. MadMex fundraiser is planned, 44 tix available, granted \$600 for holiday Jolobokoflod baskets and \$1542 for children's 2026 Battle of the Books, prizes, and Tone Boxes, and storage bags for toys. Working on High Tea April 26 at Robin Hill.

Rochelle Stachel: Chamber of Commerce does a nonprofit bartending event in April/May timeframe as fundraiser. Mixer with Shakers.

End of Public Comment 6:14

> Monthly Reports

o President's Report

Thank you to Barb Wink and Kathleen Madonna-Emmerling for service as terms on the board end.

o Treasurer's Report

▪ Year-to-Date & Monthly Financials

Year end financials can be reported after February audit.

Collections are 14% of expenses which is in line with standards and goals.

No issues finding new vendor. Ingram is 10% more, but Amazon is less, so nominal fee increase.

Motion to Approve: Rochelle Stachel **Second:** Mary Jo Wise

Vote: Unanimous Passage

o **Director's Report**

See Attachment

Library is going Fine Free Jan 5. MTPL was last in county to implement. Past late fees will be forgiven.

➤ **Committee Reports**

o **Personnel (Kathleen-Chair)-**

Thank you to committee members for a busy month. Director Evaluation and self-eval complete and distributed to full board prior to meeting. All responses submitted anonymously by all 5 committee members.

Trustee Interviews 6 of 7 complete. Last one is Friday due to later receipt of application. Raw scores with anonymous evaluator comments to be sent to BOS and Manager Lane when last interview complete.

Both to be discussed in Executive Session due to personnel exception.

o **Bylaws (Sydney-Chair)-no report**

o **Finance (Sydney-Chair)-no report**

o **Fundraising (Sydney-Chair)-** Fall Fest, Cookie Boxes, and over the desk sales are strong. Significant growth over last year in individual giving and good growth in grants awarded.

o **Building Transition Committee (Mary Jo Wise-Chair)-no report**

➤ **New Business**

Rochelle Stachel: Draft of Vision/Strategic Plan and interested in generating revenue and strategizing tech future. See attached.

Motion to establish Strategic Planning committee: Rochelle Stachel

Seconded Barb Nolfi

Passed Unanimously

➤ **Old Business**

o **2026 Budget Approval**

- 2026 Budget Document
- Motion for budget passage amended to include staff (excluding Director) 3% wage increases: Kathleen Madonna-Emmerling
 - Seconded by Barb Wink
- **Passed Unanimously**

- Motion to amend budget for 4% Director increase: Kathleen Madonna-Emmerling
 - Motion withdrawn
- Motion to pass draft budget with 3% wage increase Director: Rochelle Stachel

- 2nd Mary Jo Wise
- **Passed unanimously**

2026 Officer Nominations:

Nominations for Secretary: no nominations

Nominations for Treasurer:

- **Barb Nolfi** nominates **Mary Jo Wise**
- **Kathleen Madonna-Emmerling** nominates **Sydney Diehl**

Vice President: **Rochelle Stachel** nominates **Barb Nolfi**

Nominations for President:

- **Rochelle Stachel** nominates **Mary Jo Wise**
- **Kathleen Madonna-Emmerling** nominates **Katie Buchanan**

Executive Session

- Executive session begins 7:07 Reason: Personnel.
- Exit executive session 7:42

Holiday Staff Bonuses

- Motion to approve staff holiday bonuses to be distributed as proposed by Director in the amount of \$2,100: Kathleen Madonna-Emmerling
- Seconded by Barb Wink
- **Passed unanimously**

Next meeting Jan 21 6pm.

Motion to adjourn: Kathleen Madonna-Emmerling, Seconded by Barb Wink

Motion passes unanimously

Adjournment 7:51pm

Submitted by Kathleen Madonna-Emmerling, MTPL Secretary