



Moon Township Public Library Board of Trustees meeting

April 14, 2026

Township of Moon Municipal Building, 1000 Beaver Grade Road, Moon Township, PA 15108

Trustees Roll Call:

- Rochelle Stachel – President
- Michele DeWitt – Vice President
- Luanne Vitale – Treasurer
- Patricia Zusinas – Assistant Treasurer
- Mary Jo Wise – Secretary
- Deanne Heller – Board of Trustees member
- Absent: Barb Nolfi – Board of Trustees member

Quorum achieved

Also Present:

Heather Panella – Director, Moon Township Public Library

Dawn Lane – Manager, Township of Moon

Meeting called to order: 6:02 PM

- Call for approval of April minutes

Deane Heller remarked on multiple edits to April minutes, after discussion a vote was taken to table until May meeting.

- Motion: Luanne Vitale
- Second: Michele Dewitt

Passed – unanimous voice vote

Public Comment:

- Veronica White of Moon Township shared a newsletter of upcoming events the library is having in the month of April.
- Joseph Kranyak of Moon Township questioned the timing of publishing the agenda for April meeting. In addition, he brought up the absence of a published Conflict of Interest policy in current bylaws.

President's Report:

- No report was given

Treasurer's Report: ([April 2026 Link Here](#))

- Luanne Vitale resigned as treasurer due to a work-related conflict. A formal letter will be written.

In lieu of formal Treasurer's report and overview was shared:

- Heather Panella shared report prepared by ACLA and reported that expenses are under budget, personnel expenses are also under budget. The library's current assets are \$1.3 Million.
- Questions from Michele DeWitt regarding funding and timing.

Director Panella's Report: ([April 2026 Link Here](#))

- Overview and Highlights
 - Our visitor traffic continues to be up in our Adult Department as well as the Children's Department.
 - Preparation for Summer Reading program – ages: birth, adult and senior residents
 - Continued communication with Moon Schools
 - Will be presenting on June 3rd Board at the Board of Supervisors public meeting
 - Reminder for Trustees to get PA Clearances

Old Business

- Committee Reports
 - Finance Committee
 - No report
 - Fundraising Committee
 - Development of charter
 - Planning for the next six months of fundraising
 - Personnel Committee
 - No Report

- Governance and Bylaws Committee
 - Luanne Vitale to provide a graft of committee chairs and members
 - Discussion on data archiving for Trustees – discussion of SharePoint and additional CRMs
 - Chair remarked on progress of rewriting of bylaws, need for clarification of policies and procedures, each committee needs to develop a charter.
 - Ad hoc committees added to bylaws
- Building Committee
 - Reported that they are in the process of compiling information, reviewing building and rent costs and will meet every six weeks.
- Strategic Plan Committee
 - Chair share progress update and the utilization of AI to remove bias, planning and process schedule, will not use third party facilitator, discussion of engagement with community volunteers.

New Business:

Call for a motion to accept the resignation of Luanne Vitale as Treasurer.

Motion to accept resignation: Michelle DeWitt

Second: Patty Zusinas

Motion carries with a unanimous voice vote

(Louanne Vitale to submit formal letter of resignation)

Call for a motion to accept the resignation of Mary Jo Wise as Secretary.

Motion to accept resignation: Michele DeWitt

Second: Louanne Vitale

Motion carries

(No formal letter submitted, resignation rescinded)

Call for the nomination of Mary Jo Wise as Treasurer by Michele DeWitt.

Second: Luanne Vitale

Discussion occurred around conflict of interest of both Township Supervisor vs. Library Treasurer and Friends President vs Library Treasurer.

Call for the nomination of Patty Zusinas as Treasurer by Deanne Heller.
Motion Carries

Call for vote on Mary Jo Wise as Treasurer by Rochelle
No: Patty Zusinas, Deanne Heller, Mary Jo Wise
Yes: Luanne Vitale, Michele DeWitt, Rochelle Stachel
Motion fails

Motion to approve Patty Zusinas for a 1-year term as Treasurer.
Motion to accept by Deanne Heller
Second: Louanne Vitale
No: Mary Jo Wise
Yes: Michele DeWitt, Deanne Heller, Luanne Vitale, Rochelle Stachel, Patty Zusinas
Motion Carries

Michele DeWitt motions to accept the resignation of Patty Zusinas as Assistant Treasurer.
Second: Luanne Vitale
Motion Carries with unanimous voice vote.

Motion to nominate and approve Barb Nolfi as Assistant Treasurer by Michele DeWitt.
Second: Louanne Vitale
Motion Carries with a unanimous voice vote.

Commented [DH1]: There were not two separate votes for Barb. I would suggest changing this to nominate and approve Barb.

Call for a motion to reinstate Mary Jo Wise for a 1-year term as Secretary by Louanne Vitale.
Second: Michele DeWitt
Motion Carries with 5 voice votes of yes.

Motion to nominate Patty Zuzanis as Friends Liaison from Trustee Board by Michelle Dewitt.
Second: Louanne Vitale
Motion Carries

Motion to eliminate the Friends Liaison position by Mary Jo Wise.
Second by Rochelle Stachel
Roll Call Vote:
Louanne Vitale – No
Patty Zuzanis – No
Deanne Heller – No

Michele DeWitt - No
Rochelle Stachel - Yes
Mary Jo Wise – Yes
Motion Denied

Motion to approve Patty Zuzanis as Friends Liaison from Trustee Board by Michele Dewitt.

Second: Louanne Vitale

Motion Carries with a unanimous voice vote. Deanne Heller provided an update on the ACLA general membership meeting

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- ACLA and other libraries across the state are requesting an additional \$7.3M in library state funding with an additional request of \$150,000 for accessibility in inclusion for Allegheny County libraries.
 - ACLA is conducting a salary survey in the next few months.
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Call for motion for members of the community to serve on the Strategic Plan Committee; Nancy Augustine, Kathy Woodruff, Leah McKee, Kelsey Rothstein, Lighann Laur, Veronica White.

Motion to approve by Michele DeWitt

Second: Rochelle Stachel

Motion Carries

Motion to adjourn, Mary Jo Wise

Second by Michele DeWitt

Meeting adjourns at 8:21 PM

Respectfully submitted by:

Mary Jo Wise

Secretary, Moon Township Board of Trustees

Call to Order: 6:02 PM