



# HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

November 23, 2020

## Resolution Index

- #2020-049    Approval of Special Board Meeting Minutes of October 12, 2020 and Regular Board Meeting Minutes of October 26, 2020
- #2020-050    Approval of October Financial Statements
- Payouts for the General, Private, Capital Replacement and Brewster Café Funds
  - Donations in the amount of \$2,000.00
- #2020-051    Approval of 2020 Budget Adjustments



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The regularly scheduled meeting of the Board of Trustees of the Hudson Library and Historical Society was called to order at 7:01 pm on Monday, November 23<sup>rd</sup>, 2020 via Zoom Video Conference by President Basil Musnuff. Mr. Musnuff commented that these formats were utilized because of social distancing requirements due to the COVID-19 pandemic, precluding gatherings of people at this time and in accordance with the relaxations of the Ohio Open Meetings law in place due to the pandemic.

President Basil Musnuff directed the Board Fiscal Officer to call the Roll.

## TRUSTEES PRESENT AT ROLL CALL

Mrs. Beverly Dorson – y\*  
Mrs. Melissa Lindley – y\*  
Ms. Heather Link – y\*  
Mrs. Michelle Marshall – y\*  
Mr. Basil Musnuff – y\*

Mr. John Rydquist – y\*  
Mr. Rob Swedenborg – y\*  
Mrs. Becky Thompson – y\*  
Mrs. Carleen Welch – y\*

## OFFICIALS AND OTHERS PRESENT AT ROLL CALL

Ms. Leslie Polott, Executive Director – y\*  
Ms. Marie Turkovich, Deputy Fiscal Officer/Board Secretary – n\*  
Ms. Molly Pandelli, Fiscal Officer – y\*

## VISITORS

*\*present via Zoom video conference*

## Public Comment

Mr. Musnuff stated that this meeting is being held via Zoom video conference as well as streamed on the Library's YouTube channel due to the relaxed rules pertaining to the Sunshine laws. He requested those viewing the meeting via the YouTube stream to please put their name in the comments section, and that all public comments be placed there for presentation to the Board.

## Minutes

Mr. Musnuff presented the minutes of the October 12<sup>th</sup> Special Board Meeting. Mr. Musnuff invited any comments or proposed changes to the minutes, and none were given. The minutes of the October 26<sup>th</sup> Regular Board Meeting were also presented and no proposed changes were given.



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**Resolution #2020-049:** Mr. Rydquist made the motion to approve the minutes of the October 12, 2020 Special Board Meeting and the October 26, 2020 Regular Board Meeting. Mr. Swedenborg seconded, and the minutes were approved by a roll call vote (y-9, n-0).

## Finance Committee

### A. Fiscal Officer's Report

1. October Financial Statements
  - a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
  - b. Donations in the amount of \$2,000.00

Ms. Pandelli presented the October Financial Statements. The total PLF revenue for the year is about 0.2% more than last year's collection, while the state PLF is down approximately 0.8%. The investment account incurred a quarterly advisor fee in the amount of \$2,749.81 and saw a decrease in the market value of \$17,778.25. The funds from the Coronavirus Relief Grant were all expended in October. Lastly, the Friends of the Hudson Library donated \$2,000 to be used for Adult Programming.

**Resolution #2020-050:** Mr. Swedenborg made the motion to approve the October Financial Statements as presented. Mrs. Welch seconded, and it was approved by roll call vote (y-9, n-0).

### B. 2020 Budget Adjustments

Ms. Pandelli presented the proposed budget adjustments for the 2020 fiscal year. The adjustments can be attributed to the change in public funding estimates, as well as the shift in expenses due to the COVID-19 pandemic. The adjustments to the 2020 General Fund Budget are:

Budget Line	Action	Amount
41100 - PLF Revenue	Decrease	(\$97,792.14)
42100 - Operative Levy	Increase	425.45
<b>Revenue Adjustments Total</b>		<b>(\$97,366.69)</b>
52200 - Maintenance & Bldg Supplies	Increase	40,000.00
54300 - Audiovisual/Digital Materials	Increase	13,500.00
55400 - Capital Improvements	Decrease	(175,000.00)
<b>Expense Adjustments Total</b>		<b>(\$121,500.00)</b>

**Resolution #2020-051:** Mrs. Welch made the motion to approve the 2020 General Fund budget adjustments as presented. Mr. Rydquist seconded, and it was approved by roll a call vote (y-9, n-0).



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## Director's Report

Ms. Polott presented the October Director's report highlighting recent facilities projects and virtual programming events. Administration is closely watching COVID-19 cases in the area and the challenges staff are facing. A number of libraries in the state have rolled back to curbside and virtual services, and with staffing issues and overall anxiety amongst the staff, the library may roll back services on a temporary basis.

Mr. Musnuff noted that many customers have adhered to the library's rules and he is glad that staff are empowered to ask those who don't to leave the building. He stated that there have not been any staff cases and noted the great job everyone is doing to keep staff and customers safe.

## Friends of the Hudson Library

Ms. Polott noted that Marylyn Orr has been working hard to find more textbooks and other non-fiction materials to sell as those items usually have a market online.

## Committee Reports

### **Philanthropy Committee**

Mrs. Marshall informed the Board that the Philanthropy Committee met on October 28<sup>th</sup> and on November 23<sup>rd</sup> to discuss ideas for a fundraiser. The Committee's plan to schedule a fundraiser with well-known cookbook author Ina Garten will not work out and other possible events are being explored.

### **Levy Update**

Mr. Musnuff stated that the 5-year renewal levy statement of necessity was passed by Hudson City Council and sent to the Summit County Fiscal Office. Once it is certified by the County, it will return to City Council to be placed on the May 2021 ballot.

### **Ad Hoc Committee on Annual Meeting/Nomination Committee**

Mrs. Thompson and Mrs. Musnuff summarized the obstacles regarding the 2021 Annual Meeting and the upcoming Board Trustee member election. The current Board Bylaws state that an Annual Meeting must be held and that the vote for Board Trustees must be done in person. The suggestion is to hold a virtual annual meeting and to postpone the election until a later date. For the three positions up for election, the Board can appoint the current members until an election can be held.

## Other Business:



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## **Consider cancellation or change of December Board meeting**

With the extension of the relaxed Ohio Open Meeting requirements from December 1, 2020 to July 1, 2021, the December meeting can again be held virtually. At its last meeting, the Board approved to move the meeting to Monday, December 21<sup>st</sup> and it will remain on that date.

## **Adjournment**

Meeting adjourned at 7:47 pm.

Respectively Submitted,

Mr. Basil Musnuff, President  
Board of Trustees

Ms. Molly Pandelli, Fiscal Officer  
Board of Trustees