



# HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

May 22<sup>nd</sup>, 2023

## Resolution Index

- #2023-019    Approval of the Board Meeting Minutes of April 24<sup>th</sup>, 2023
- #2023-020    Approval of April 2023 Financial Statements
- Payouts for the General, Private, Capital Improvement and Brewster Café Funds
  - Donations in the amount of \$3,663.68
- #2023-021    Approval for Nominating Committee to identify possible candidates to fill Board vacancy.



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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 7:00 pm on Monday, May 22<sup>nd</sup>, 2023, in the Flood Family Meeting room by President Basil Musnuff.

President Basil Musnuff directed the Board Secretary to call the Roll.

## TRUSTEES PRESENT AT ROLL CALL

Mr. Samuel Barnett – y

Mr. Tim Clarke – y

Mrs. Beverly Dorson – y

Mr. Basil Musnuff – y

Mr. John Rydquist – y

Mr. Rob Swedenborg - y

Mrs. Heidi Walters - n

Mrs. Carleen Welch - n

## OFFICIALS AND OTHERS PRESENT AT ROLL CALL

Ms. Leslie Polott, Executive Director – y

Ms. Molly Pandelli, Fiscal Officer – y

Ms. Marie Turkovich, Deputy Fiscal Officer/Board Secretary – y

## VISITORS

Hillary Sullivan-Hudson League of Women Voters

Mr. Musnuff noted for the record that there is a quorum of Board Members in attendance for this Board Meeting.

## Public Comment

Mr. Musnuff invited public comment as the first order of business. No comments were brought forth.

## Minutes

Mr. Musnuff presented the minutes of Regular Board Meeting on April 24<sup>th</sup>, 2023. Mr. Musnuff invited any comments or proposed changes to the minutes, and none were brought forth.

**Resolution #2023-019:** Mr. Barnett made the motion to approve the minutes of the April 24<sup>th</sup>, 2023 Regular Board Meeting. Mr. Swedenborg seconded, and they were approved by unanimous voice vote.



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## Finance Committee

Mr. Swedenborg reported in Mrs. Welch absence for the Finance Committee . He stated that the Finance Committee met to review the April 2023 Financial Statements. Ms. Pandelli then reviewed the April financial statement highlights.

### **A. Fiscal Officer's Report**

1. April 2023 Financial Statements
  - a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
  - b. Donations in the amount of \$3,663.68

Ms. Pandelli presented the April Financial Statements. The library received just over \$112,000 in PLF revenue for the month which is almost 4.4% more than last year. Ms. Pandelli stated that the State is still working on the Two-year budget, it still includes a permanent increase to the PLF portion of the General Revenue Fund to 1.7% from 1.667%. The new budget takes effect on July 1, 2023.

In April, the private funds investment account earned \$2,644 in interest and dividends and was charged \$2,634 for the quarterly advisor fee. There was a small increase in value of just over \$13,600 for the month, leaving an ending balance of \$2,641,371.80.

Total donations for the month were \$3,663.68. This includes \$2,500 from the Friends of the Library for adult programming, \$200 from the Hudson Handicrafters, \$135 in honor of Carleen Welch's birthday and \$625 in memory of Friends volunteer, Robert Marshall going towards adult nonfiction resources.

Mr. Musnuff and Leslie Polott highlighted that in honor of Carleen Welch's birthday, funds donated will be used to support a six-month cooking series that will run from July through December.

**Resolution #2023-020:** Mr. Swedenborg made the motion to approve the April Financial Statements as presented. Mr. Rydquist seconded, and they were approved by unanimous voice vote.

## Director's Report

Ms. Polott presented the Director's report and highlighted that in addition to her report, she noted some updates to facilities. The library received the final installation of the exterior security camera that was placed outside of the Technical Services Department and the Friends room. A



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new bicycle rack will be placed outside in front of the library under the overhang, with the camera directed at it for monitoring. Zenith has completed additional data port installations for the reference office, to allow staff to return to their pre pandemic workspaces.

Ms. Polott stated that the vendor ASI Modulex came to the library and measured for the Creativity Lab endowment lettering and installation. Ms. Polott stated that Preston Church and the Church family recently toured the Creativity Lab and the Archives Department. The family was pleased with what they saw in the Creativity Lab they endowed.

Ms. Polott discussed statistics and the monitoring of foot traffic in the library. Class visits to the library and the kickoff of Summer Learning in June are anticipated to increase traffic. She highlighted upcoming summer live programs, such as the upcoming Blossom concerts, Baking Series and authors Kate White and Ruth Ware.

Ms. Polott discussed the possibility of opening the library on Sundays in the fall. She highlighted library Initiatives including the expanding of *The Library of Things*, such as Bocce ball, Frisbee Golf and other items. The library will be addressing storage concerns for these new circulating items. Shelving options and configuration changes are being considered in the Circulation Department.

A discussion of alternatives to get the word out of the offerings of the library ensued among Board Members. Ms. Polott highlighted a library bag fundraiser and distributed a flyer with an example to Board members. The bags will be sold for \$15, in navy blue with the Hudson Library and Historical Society logo and the phrase "Read, Return, Repeat" printed on the bag.

## Friends of the Hudson Library

Nothing to report

## Committee Reports

Nothing to report

## Other Business

### **Consider Board of Trustees vacancy**

Mr. Musnuff stated that there is a Board vacancy created by Dr. Sarver Coomb's resignation. Mr. Musnuff reviewed the options available related to this vacancy; appoint a new Board Member or allow the position to stay unfilled until the Annual Meeting in February 2024. Consideration of the pros and cons of each option were discussed. The consensus was to appoint a new Board Trustee to fill the vacancy with prior library Board experience.



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**Resolution #2023-021:** Mr. Musnuff made the motion to have the Nominating Committee identify a possible replacement Trustee by contacting prior Board Trustees, such as Anne Suntken, Denise Gibson, Michelle Marshall or Becky Thompson to ascertain interest to fill the Board vacancy via Board appointment. Mrs. Dorson seconded, and it was approved by a unanimous voice vote.

## Adjournment

Meeting adjourned at 7:51 pm.

Respectively Submitted,

Mr. Basil Musnuff, President  
Board of Trustees

Ms. Marie Turkovich, Secretary  
Board of Trustees