



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

July 12, 2023

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- #2023-026 Approval of the Board Meeting Minutes of June 26th, 2023
- #2023-027 Approval of June 2023 Financial Statements
 - Payouts for the General, Private, Capital Improvement and Brewster Café Funds
 - Donations in the amount of \$3,956.80
- #2023-028 Approval of 2024 Pro Forma Budgets for the General, Capital Improvement, and Brewster Café Funds
- #2023-029 Approval of August Board Meeting date change



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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 Wednesday, July 12th, 2023, in the Flood Family Meeting room by President Basil Musnuff.

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

TRUSTEES PRESENT AT ROLL CALL

Mr. Samuel Barnett – y
Mr. Tim Clarke – y
Ms. Beverly Dorson – y
Mr. Basil Musnuff – y
Mr. John Rydquist – y

Ms. Anne Suntken – y
Mr. Rob Swedenborg – n
Ms. Heidi Walters – y
Ms. Carleen Welch – y

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 – n

VISITORS

Marcia Boote – Hudson League of Women Voters

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 June 26th, 2023. Mr. Musnuff invited any comments or proposed changes to the minutes, and none were brought forth.

Resolution #2023-026: Mr. Barnett made the motion to approve the minutes of the June 26th, 2023, Regular Board Meeting. Mr. Rydquist seconded, and they were approved by unanimous voice vote.

Finance Committee

Ms. Welch stated that the Finance Committee met to review the June 2023 Financial Statements and the 2024 Pro Forma Budgets. Ms. Pandelli then presented the financial statements.



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A. Fiscal Officer's Report

1. June 2023 Financial Statements

- a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
- b. Donations in the amount of \$3,956.80

In June, the library received \$163,763.27 in PLF revenue, putting total revenue almost 4% more than 2022. The library received the 1st half homestead reimbursements and rollbacks, totaling \$116,357.86.

The private funds investment account earned \$11,012.78 in interest and dividends for the month and saw an increase in value of almost \$112,000. The value of the fund was \$2,727,572.70 at month end.

In June, the library received \$3,956.80 in donations, including \$2,000 from the Friends of the Library for programming, \$1,000 from Doug and Lynn Krapf, \$200 in honor of Carleen Welch's birthday and \$599 in children's puppet sponsorships.

Resolution #2023-027: Ms. Welch made the motion to approve the June Financial Statements as presented. Mr. Barnett seconded, and they were approved by unanimous voice vote.

B. Consider Approval of 2024 Pro Forma Budgets

Ms. Polott and Ms. Pandelli presented the 2024 Pro Forma Budgets for the General, Capital Improvement, and Brewster Café Funds.

Ms. Polott stated that the General Fund Pro Forma budget has changed only slightly from the current budget, with personnel staying the same, supplies decreases, and contracted and professional services increasing due to the audit scheduled for 2024. As for materials and programming, there are decreases in print resources for adults and historical preservation. There are increases in juvenile print materials and digital materials to accommodate the shift in how patrons are using resources. The capital outlay budget lines are increased incrementally to account for possible maintenance and building repairs and enhancements.

Ms. Polott then presented the Capital Improvement and Maintenance Fund Pro Forma budget. The money in this fund would be for large-scale building improvements, which could include roofing, lighting projects, or repairs to the HVAC system.

Ms. Pandelli then presented the Brewster Café Fund Pro Forma budget, noting that there is a slight increase in the personnel budget lines to accommodate a possible increase in café hours.



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Resolution #2023-028: Ms. Welch made the motion to approve the 2024 Pro Forma Budgets for the General, Capital Improvement, and Brewster Café Funds. Ms. Walters seconded, and they were approved by unanimous voice vote.

Director's Report

Ms. Polott presented the Director's report. In addition to her report, Ms. Polott noted that the circulation numbers for the previous month were outstanding. She stated a contract has been signed to fix the brick on the exterior of the building where it was damaged by a car.

She highlighted many upcoming programs, including Andrew McCarthy virtual program for Spain month, City Music program showcasing music in the time of Goya, Shannon Watts, Adam Kinzinger, Steve Wozniak and Valerie Bertinelli.

Ms. Polott also noted that she met with a representative from Communications Exhibits, Inc (CEI) to discuss the Susan Baldwin exhibit case, as well as a display for the preserved Hudson Band items.

Friends of the Hudson Library

Ms. Walters stated that she had been approached by a patron upset that Friends did not collect book donations in the evening or on the weekends. Ms. Polott noted that the Friends are a volunteer-run organization, and it is difficult to get volunteers at those times. Discussion ensued.

Committee Reports

Philanthropy Committee

Mr. Musnuff updated the Board on the workshop that was held with past Philanthropy committee leaders. He stated he has asked Ms. Walters to be the chair of the committee for this year.

Other Business

August Board Meeting date

Mr. Musnuff stated the Board historically has canceled the August Board meeting if there are no pressing actions for the Board. Ms. Welch noted that the Finance Committee meeting for August has been canceled.

Resolution #2023-028: Ms. Welch made the motion to cancel the August Board meeting date. Ms. Suntken seconded, and it was approved by a unanimous voice vote.



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Adjournment

Meeting adjourned at 7:52 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Molly Pandelli, Fiscal Officer
Board of Trustees