



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

August 24, 2026

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The meeting of the Board of Trustees of the Hudson Library and Historical Society was called to order at 7:06 pm on Monday, August 24th, 2026, in the Flood Family Meeting Room by President Basil Musnuff.

President Musnuff directed the Board Secretary to call the Roll.

TRUSTEES PRESENT AT ROLL CALL

Mr. Woodrow Ban - y

Mr. Samuel Barnett - n

Ms. Beverly Dorson - y

Ms. Maggie Mooney - y*

Mr. Basil Musnuff - y

Mr. John Rydquist - y

Mr. Rob Swedenborg - y

Ms. Carleen Welch - y

Ms. Courtney Cahoon White - y

OFFICIALS AND OTHERS PRESENT AT ROLL CALL

Ms. Leslie Polott, Executive Director - y

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

Ms. Molly Pandelli, Fiscal Officer - y

y*-denotes attended Board Meeting via Zoom Video Conference at 7:06 pm

Mr. Musnuff stated that a quorum was present for the conduct of business by the Board.

VISITORS

Kate Disney, Hillary Sullivan, Barbara Bos - Hudson League of Women Voters

Public Comment

Mr. Musnuff invited public comment from visitors. Barbara Bos introduced Kate Disney, a new member of The League of Women Voters- Hudson.

Minutes

Mr. Musnuff presented the minutes of the Regular Board Meeting on July 13th, 2026 and the Special Board Meeting of July 29th, 2026. Mr. Musnuff invited any comments or proposed changes to the minutes to the July 13th, 2026 and none were brought forth.

Resolution #2026-031: Mr. Ban made a motion to approve the minutes of the July 13th, 2026, Regular Board Meeting. Mr. Rydquist seconded, and they were approved by a roll call vote (y - 8, n - 0).



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Mr. Musnuff invited any comments or proposed revisions to the Special Board Meeting minutes of July 29th, 2026. Mr. Rydquist requested a change on page three, the numeric amount to be corrected to \$475,000.

Resolution #2026-032: Mr. Swedenborg made a motion to approve the Special Meeting of the minutes of July 29th, as amended. Mr. Ban seconded, and they were approved by a roll call vote (y - 8, n - 0).

Finance Committee

Ms. Welch stated that Clearstead presented the portfolio update at the August Finance Committee Meeting. She stated if anyone had any questions, to please reach out to herself or Ms. Pandelli. She turned the financial statement review over to Ms. Pandelli.

A. Fiscal Officer's Report

1. July Financial Statements

- a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
- b. Donations in the amount of \$5,329.50.

The library received almost \$132,000 in PLF revenue for July. This represents an increase of approximately 1% from last year. Year-to-date, total PLF is down almost 5.4%, while statewide PLF is down approximately 4.4%. Ms. Pandelli stated that this was expected with the new state budget.

In July, the library received almost \$110,000 for the 1st advance of the second half property taxes. There will be more advances before a settlement payment is received in early fall.

The private funds investment portfolio earned \$3,402.37 in interest and dividends and paid \$3,750 for the quarterly investment advisors. There was a slight market decrease of approximately \$40,350, leaving a balance of \$3,488,000 at month end.

In July, the library received \$5,329.50 in donations including \$4,500 from the Friends of the Library and \$500 from Bruce and Peeps Kinney in support of the upcoming concert on August 26th, featuring Vicki Peterson and John Cowsill.

Resolution #2026-033: Ms. Welch made the motion to approve the July Financial Statements as presented. Mr. Swedenborg seconded, and they were approved by a roll call vote (y - 8, n - 0).



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B. Report on Bi-Annual Audit

Ms. Pandelli discussed the circulated draft audit report for the years 2024 and 2025. The management letter from the CPA firm had one recommendation, to clear out stale checks. There were no other findings or internal control issues.

Ms. Pandelli stated the CPA firm did not see a reason to have a post-audit conference; however the Board needs to be in consensus to waive the post audit conference. Mr. Musnuff inquired if any Board Member wanted to hold a post audit conference. No request was brought forth.

Ms. Welch and Mr. Musnuff congratulated Ms. Pandelli for her hard work and many years of positive audit reports.

Resolution #2026-034: Mr. Ban made the motion to waive the post-audit conference for years 2024 and 2025. Mr. Rydquist seconded, and the motion was approved by a roll call vote (y - 8, n - 0).

Director's Report

Ms. Polott presented her directors report and highlighted the circulation figures presented in comparison to Twinsburg and Stow library's. Ms. Polott stated that now the majority of adult items circulating are digital items. She highlighted the popularity of the vinyl record collection and stated that Stow-Munroe Falls library is also going to introduce a vinyl collection.

Ms. Polott gave a facility update on LED lights that are being rekindled in Archives, the Friends Booksale room and Adult and Technical Services departments.

Ms. Polott stated that the library will start to set aside funds again toward the purchase of a vehicle. The Friends President was notified, as they have generously given funds in the past towards the vehicle. A vehicle will include some type of logo to promote the Friends of the Library and the library itself. A red vehicle will not be purchased.

Friends of the Hudson Library

Ms. Dorson stated she has many volunteers and will be utilizing them more as the holidays approach.

Committee Reports:

Community Relations Committee: Ms. Dorson- Committee Chair, stated that the committee met immediately before the Board meeting. Ms Dorson discussed and stressed the importance of



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all Board members assisting by sharing with their friends, neighbors and community organizations the robust services and programs the library offers.

Ad Hoc Committee on Regulations and Virtual Meetings:

Ms. Welch stated the Ad Hoc Committee did a retrospective of the policies and procedures, after the Annual Meeting was over in order to review lessons learned during the first implementation. In additions, the newer Virtual Meetings Policy was reviewed. The proposed changes for each were summarized in a comparison worksheet that was sent out to Board Members.

Ms. Welch reviewed each proposed revision to each policy, procedure, handbook as well as the library Regulations.

Ms. Welch began the discussion with the proposed revisions to the Virtual Meetings Policy as it relates to Board Members. The revisions included location, notice and limitations of use.

Ms. Mooney stated she did not agree with the proposed changes to the Virtual Meetings Policy related to limiting use and a discussion ensued. Ms. Mooney proposed a discussion on moving Board meetings to an alternate day and time.

Ms. Musnuff stated that a violation of the Ohio Open Meetings Act had occurred in the prior month when a Board member sent an email to all other members voicing opinions on a item that would come before the Board. In order to remedy the violation, Mr. Musnuff read the email aloud during the meeting so that it was stated in a public forum.

Mr. Musnuff inquired of any further comment on the Virtual Meetings Policy proposed revisions.

Ms. Welch commented that the Virtual Meetings Policy revisions did not involve accessibility of the public: The revisions relate specifically to Board Member attendance. Mr. Swedenborg commented that virtual participation poses problems in understanding, technical connection issues and communications.

Mr. Ban suggested that policy revisions that affect the public be shared with the public. Ms. Welch explained the Virtual Meetings Policy does not affect public access to Board meetings.

Resolution #2026-035: Mr. Swedenborg made the motion to approve the proposed revisions to the Virtual Meetings Policy. Mr. Ban seconded, and the motion was approved by a roll call vote (y - 7, n - 1).



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Ms. Welch stated the Board Handbook needed a revision due to the changes in the other policies and procedures, in order to be in sync with the revised policies. A review of the proposed changes occurred of the Board Handbook.

Resolution #2026-036: Mr. Swedenborg made the motion to approve the proposed revisions to the Board of Trustee Handbook. Ms. Dorson seconded, and the motion was approved by a roll call vote (y - 7, n - 1).

The Board of Trustee Election Procedure Policy revisions were reviewed by Ms. Welch. The early voting time period was changed from 21 days to 14 days prior to the Annual Meeting among other revisions.

Resolution #2026-037: Mr. Ban made the motion to approve the proposed revisions to the Board of Trustee Election Procedure Policy. Mr. Swedenborg seconded, and the motion was approved by a roll call vote (y - 8, n - 0).

Revisions to the Regulations of the Hudson Library and Historical Society.

Ms. Welch reviewed the comparison worksheet highlighting the proposed changes that included a change of the Early Voting period from 21 days prior to the Annual Meeting to 14 days prior to the Annual Meeting.

Resolution #2026-038: Mr. Swedenborg made the motion to approve the proposed revisions to the Regulations of the Hudson Library and Historical Society recommended by the Ad Hoc Committee. Mr. Ban seconded, and the motion was approved by a roll call vote (y - 8, n - 0).

Other Business

Special Membership Meeting Date

Mr. Musnuff and Board members reviewed possible dates to hold a Special Meeting of the Membership to approve the proposed revisions to the Regulations of the Hudson Library and Historical Society. Sunday, October 25th, 2026 at 2:00 pm was suggested.

Resolution #2026-039: Ms. Dorson made the motion to approve Sunday October 25th, 2026 at 2:00 pm for the Special Meeting of the Membership. Mr. Rydquist seconded, and the motion was approved by a roll call vote (y - 8, n - 0).

Adjournment

Meeting adjourned at 8:13 pm.



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Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees