



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

July 13, 2026

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- Payouts for the General, Private, Capital Improvement and Brewster Café Funds
 - Donations in the amount of \$6,924.41
- #2026-029 Approval of 2027 Pro Forma Budgets for the General, Capital Improvement and Maintenance, and Brewster Café Funds



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The meeting of the Board of Trustees of the Hudson Library and Historical Society was called to order at 7:00 pm on Monday, July 13th, 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 - y

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 - n

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 7:00 pm

Mr. Musnuff stated that Ms. Polott was not in attendance, and Ms. Pandelli would present the 2027 Pro Forma Budgets.

VISITORS

Hillary Sullivan - Hudson League of Women Voters

Public Comment

Mr. Musnuff invited public comment from visitors. None were brought forth.

Minutes

Mr. Musnuff presented the minutes of the Regular Board Meeting on June 29th, 2026. Mr. Musnuff invited any comments or proposed changes to the minutes. Mr. Rydquist requested a correction on page three, the first paragraph under the Fiscal Officer's report. The correction was to change the word "that" to "than."

Resolution #2026-027: Mr. Rydquist made a motion to approve the minutes of the June 29th, 2026, Regular Board Meeting as amended. Mr. Ban seconded, and they were approved by a roll call vote (y - 9, n - 0).



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Finance Committee

Ms. Welch stated the August Finance Committee meeting will include a portfolio update from Clearstead Financial Advisors and invited all Board Members interested to attend. She turned the financial statement review over to Ms. Pandelli.

A. Fiscal Officer's Report

1. June Financial Statements
 - a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
 - b. Donations in the amount of \$6, 924.41.

The library received \$132,464.41 in PLF revenue for June, which is consistent with prior months, which is approximately 8.5% less than was received last year. Year-to-date, total PLF is down almost 6.4%, while statewide PLF is down approximately 5.4%.

Ms. Pandelli stated in June that the private funds investment portfolio earned just over \$11,000 in interest and dividends and had a modest market increase of \$5,471.39. There was a transfer of \$100,000 from the portfolio to the checking account, leaving a balance of just over \$3.5 million at month end. This transfer was to cover the cost of upcoming programs.

In June, the library received almost \$7,000 in donations including \$4,500 from the Friends of the Library, \$1,000 from the Doug and Lynn Krapf, and \$1,000 from Eileen McClarnon.

Mr. Swedenborg inquired about a \$12,000 disbursement to the Treasurer, State of Ohio. Ms. Pandelli responded that this payment was for the Interlibrary Loan delivery service.

Resolution #2026-028: Ms. Welch made the motion to approve the June Financial Statements as presented. Mr. Swedenborg seconded, and they were approved by a roll call vote (y - 9, n - 0).

B. Pro Forma Budgets

Ms. Welch stated that the Pro Forma budgets are based on half a years' financial data and are only an estimate of what is expected, at this point in the year. The Final Budgets are due in March 2027 and could vary from these estimates.

Ms. Pandelli stated that Pro Forma budgets are required to authorize spending before the final budget is approved. She presented the 2027 budgets for the General Fund, Capital Improvement and Maintenance Fund, and Brewster Café Fund, noting increases and decreases in expense line items from the prior year. She stated that General Fund revenue



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reflected anticipated revenue from the recently passed library levy and noted a slight increase in salary and benefits line items. Publicity line items were increased to cover upcoming postcard mailers that have seen success in the past. Materials and programming increased slightly. Nonprint materials budget increased. This line item includes STEM and science kits as well as the popular *Library of Things* items.

Ms. Pandelli stated that the Transfer to the Capital Fund has increased to \$120,000 annually. This transfer may increase to \$300,000 near year end.

Ms. Pandelli next reviewed the Capital Improvement and Maintenance Fund Pro Forma budget. She stated the budget included a transfer-in of \$300,000 from the General Fund. The outside services and Capital Improvement lines increased and included roofing upgrades in the \$500,000 expense line.

Ms. Welch inquired about the roof ice melt system. Ms. Pandelli stated that the cost of the roof coils is expensive and that the library does have an ice melt system that stopped working. She stated Ms. Polott would be looking into a possible replacement in 2027.

Ms. Pandelli reviewed the Brewster Cafe Fund budget. Ms. Pandelli stated the Cafe now has a countertop freezer and is selling ice cream. She commented that the Cafe continues to stay busy. The revenue budget increased as well as the salary expense line to accommodate a possible minimum wage increase as well as merit increases. Mr. Rydquist inquired of the possibility of the Cafe opening additional days. Ms. Pandelli stated that Ms. Polott was considering this option as a pilot project.

Resolution #2026-029: Ms. Welch made the motion to approve the 2027 Pro Forma Budgets for the General Fund, Capital Improvement and Maintenance Fund and the Brewster Café Fund. Mr. Swedenborg seconded, and the motion passed by a roll call vote (y - 9, n - 0).

Ms. Pandelli stated that Tremco Roofing presented two options for the repair of the flat roof. The two roof repair options being considered are either a *restoration* or a *retrofit*. Proposals will be reviewed on Monday, July 20th. Ms. Pandelli stated that the Board must approve the payment of funds out of the Capital Improvement and Maintenance Fund.

Special Board Meeting: Mr. Musnuff and the Board discussed potential dates for a Special Meeting of the Board to discuss a Capital Expenditure related to the maintenance of the roof. A discussion ensued related to the timing of roof repairs and/or installation. Wednesday, July 29th, 2026, was the consensus among Board Members. Mr. Musnuff called for a Special Meeting of



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the Board to be held on Wednesday, July 29th, 2026 at 7 pm, to consider a Capital Fund Expenditure for roof maintenance.

Directors Report

In Ms. Polott's absence, Ms. Pandelli inquired if there were any questions on the Directors' report that was distributed to the Board. None were brought forth.

Friends of the Hudson Library

Ms. Dorson stated that book donations were increasing. She stated that she and Leslie Polott were sorting through a vinyl record donation to determine what could be sold at the Friends bookstore.

Committee Reports:

A. Ad Hoc Committee on Regulations and Virtual Meetings

Ms. Welch stated that the Ad Hoc Committee was meeting on Wednesday, July 15th and that comments and feedback had been received from the attorney on edits to policies and procedures. She requested anyone wanting to attend the Ad Hoc Committee meeting, to do so in person, as there would not be any IT Department support available that evening.

Other Business

Mr. Musnuff stated that he would be meeting with Mike Bird from the City of Hudson on Thursday, July 16th to discuss the contract between the City of Hudson and the Hudson Library and Historical Society and possible negotiations on a new contract.

Adjournment

Meeting adjourned at 7:42 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees