



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

March 19, 2018

Resolution Index

- #2018-013 Approval of the January 22, 2018 Regular Meeting Minutes
- #2018-014 Approval of the February 25, 2018 Organization Meeting Minutes
- #2018-015 Approval of January Financial Statements
 1. Payouts for the General, Private, Capital Improvement, and Brewster Café Funds in the amount of \$78,385.85
 2. Donations in the amount of \$30,650.00
- #2018-016 Approval of February Financial Statements
 1. Payouts for the General, Private, Capital Improvement, and Brewster Café Funds in the amount of \$523,415.33
 2. Donations in the amount of \$6,344.10
- #2018-017 Approval of 2018 General Fund, Private Funds, Brewster Café, and Capital Improvement Fund final budgets.
- #2018-018 Approval to allocate \$10,000 from Private Funds to the Perry Noe Memorial Fund, on which only the earnings will be spent.
- #2018-019 Approval of resolution for former Board member Mrs. Betty Franklin



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Minutes

The regularly-scheduled meeting of the Board of Trustees of The Hudson Library and Historical Society was called to order at 7:02 pm on Monday, March 19, 2018 in the Computer Lab of the Hudson Library and Historical Society by President Basil Musnuff.

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

TRUSTEES PRESENT AT ROLL CALL

Mr. Kabir Bhatia - y
Dr. Denise Gibson - y
Ms. Lesley Hoover - y
Ms. Melissa Monaco - y
Mr. Basil Musnuff - y

Mr. John Rydquist - y
Mrs. Anne Suntken - y
Mrs. Becky Thompson - y
Mrs. Carleen Welch - y

OFFICIALS AND OTHERS PRESENT AT ROLL CALL

Ms. Leslie Polott, Executive Director - y
Ms. Molly Pandelli, Fiscal Officer - y
Ms. Laura Greer, Deputy Fiscal Officer/Board Secretary - y

Ms. Marylyn Galganski, Head of IT - y
Mrs. Ellen Smith, Assistant Director - y

VISITORS

Ms. Lori Porter, LWWH

Minutes

Resolution #2018-013: Mrs. Suntken made the motion to approve the minutes of the January 22, 2018 regular meeting of the Board. Ms. Monaco seconded, and they were approved by unanimous voice vote.

Resolution #2018-014: Dr. Gibson made the motion to approve the minutes of the February 25, 2018 Organizational meeting of the Board. Mrs. Welch seconded, and they were approved by unanimous voice vote.

The Board was given minutes from the February 25, 2018 Annual Meeting to review.



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Finance Committee

A. Fiscal Officer's Report

1. January Financial Statements

- a. Payouts for the General, Private, Capital Improvement, and Brewster Café Funds in the amount of \$78,385.85
- b. Donations in the amount of \$30,650.00

Ms. Pandelli noted that the Library received a donation from Associated Underwriters in January for \$1,500 that will subsidize the morning health programming series. The Library also received the second half of the Burton D. Morgan Entrepreneurship Grant.

Resolution #2018-015: Ms. Monaco made the motion to approve the January Financial Statements. Mrs. Suntken seconded, and it was approved by unanimous voice vote.

2. February Financial Statements

- a. Payouts for the General, Private, Capital Replacement, and Brewster Café Funds in the amount of \$523,415.33
- b. Donations in the amount of \$6,344.10

Ms. Pandelli noted that the Library received nearly \$1,000 from patrons who had heard about the Children's Room incident. The Library also received a \$4,500 grant from the Burton D. Morgan Foundation to fund the Lynda.com database.

Resolution #2018-016: Mrs. Welch made the motion to approve the February Financial Statements. Ms. Monaco seconded, and it was approved by unanimous voice vote.

Ms. Polott reviewed the General Fund final budget, stating that money was allocated for the Creativity Lab and upgrades. She stated that programming is always a top priority as it drives circulation, but it is normally supplemented with Private Funds. Ms. Pandelli explained that the Private Funds budget does not get submitted to the county since we are a non-profit organization. She reviewed the Permanent Memorials and stated that the professional services line allowed for the Feasibility Study, legal fees, and donor management software. There was also \$75,000 allocated to cover the costs of restoring the Children's Room until the insurance claim is finalized to avoid using public funds. Ms. Polott stated the Brewster Café budget reflects the increased variety of products offered, as well as an allowance for a new espresso machine should it need replaced. The Friends of the Hudson Library have also indicated they will supplement the purchase as well. Ms. Pandelli explained that the Capital Improvement Fund is like a savings account set aside for building improvements or repairs over \$25,000 that need to be made. The fund was used for the reupholstering of the furniture, new carpeting, and repainting the whole library in 2017 and 2018.



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Resolution #2018-017: Mrs. Welch made the motion to approve the final General Fund budget of \$5,041,674.93, Private Funds budget of \$388,271.00, Brewster Café budget of \$58,150.00 and Capital Improvement Fund budget of \$829,794.90. Mrs. Suntken seconded, and it was approved by unanimous voice vote.

Ms. Polott asked the Board to consider allocating \$10,000 from Private Funds to a permanent memorial for Perry Noe, who had served on the Library Board for over fourteen years, as well as served on the Board of the Friends of the Hudson Library. Mr. Noe was instrumental in passing the first operating levy in 1993 and also the bond for the new building in 1999. The Friends have seeded the fund with \$1,000.

Resolution #2018-018: Dr. Gibson made the motion to approve allocating \$10,000 from Private Funds to create the Perry Noe Memorial Fund, on which only the earnings every year will be spent. Ms. Hoover seconded, and it was approved by unanimous voice vote.

Director's Report

Ms. Polott informed the Board that Perrin Asphalt had filled the potholes in the parking lot and will be returning Memorial Day Weekend to re-pave and re-stripe the entire lot. She stated that she is hoping to re-open the Children's Room the week of April 9th. She explained that circulation was down by 10,000 due in large measure to the Children's Room being closed. Clevnet will begin automatic renewals of items that do not have holds. Items can be renewed up to three times. If the item cannot be renewed due to a hold, the patron will be notified the day before the item is due.

Friends of the Hudson Library

The Board of the Friends of the Hudson Library is experiencing some transitions. A new Friends member will be taking over Public Relations shortly. They are now selling textbooks online, which they were not able to sell in the past.

Proclamation for Former Board Member

Resolution #2018-019: Mrs. Welch made the motion to approve the proclamation for former Board member Betty Franklin. Ms. Hoover seconded, and it was approved by unanimous voice vote



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Committee Reports

A. Philanthropy Committee

The committee will continue with demonstrations of possible donor management software. The Board was presented with a Feasibility Study demonstration from Library Strategies and Cramer & Associates. A conversation ensued comparing the two companies, and the Board will continue discussion at the next Board meeting on April 23.

Adjournment

Meeting adjourned at 9:25 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Greer, Board Secretary
Board of Trustees