



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

July 16, 2018

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- #2018-032 Approval of the June 25, 2018 Regular Meeting Minutes
- #2018-033 Approval of June Financial Statements
 1. Payouts for the General, Private, Capital Improvement, and Brewster Café Funds in the amount of \$429,175.69
 2. Donations in the amount of \$8,843.96
- #2018-034 Approval of the 2019 General Fund, Privatel Funds and Capital Improvement Fund Pro Forma Budgets
- #2018-035 Approval to move the September Board Meeting to September 25, 2018



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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 7:04 pm on Monday, July 16, 2018 in the Laurel Lake Room 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 - n
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
Ms. Pat Simons, LWWH
Ms. Leslie Bowser

Minutes

Resolution #2018-032: Mrs. Suntken made the motion to approve the minutes of the June 25, 2018 regular meeting of the Board. Mrs. Thompson seconded, and they were approved by unanimous voice vote.

Finance Committee

A. Fiscal Officer's Report

1. June Financial Statements

- a. Payouts for the General, Private, Capital Improvement, and Brewster Café Funds in the amount of \$429,175.69
- b. Donations in the amount of \$8,843.96



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Ms. Pandelli stated that the Library received almost \$107,000 in PLF revenue, the investment account increased by nearly \$5,400 since May, and the Brewster Café has a net income through June of \$222.31. She also noted the donation from Peg's Foundation of \$5,000 and the \$3,000 donation from The Friends of the Hudson Library will be put toward a Music Is For Everyone program series. There was also a donation of \$500 from the Beacon Society that sponsored a week-long Sherlock Holmes program series that was very popular.

Resolution #2018-033: Mrs. Welch made the motion to approve the June Financial Statements. Mr. Rydquist seconded, and it was approved by unanimous voice vote.

Ms. Polott reviewed the budgets in detail, stating a Pro Forma budget is merely a snapshot since we are using only a partial year's expenses to estimate the following year's budget.

Resolution #2018-034: Mrs. Welch made the motion to approve the 2019 General Fund, Special Funds, and Capital Improvement Fund Pro Format Budgets. Mrs. Suntken seconded, and it was approved by unanimous voice vote.

Director's Report

Ms. Polott stated that JAG cut back branches near the creek and turned off the water element due to bees swarming around it. There were baby mice found in the Rotunda, and Bug Buster put out some mouse traps. Enterprise HVAC was purchased by Campbell Mechanical Services of Toledo, but the Library will still be serviced by the company in Twinsburg. The Library saved upwards of \$67,000 by having a preventative maintenance contract when the chiller/compressor failed. The 1960's themed History Camp will begin July 23rd.

Friends of the Hudson Library

The Friends will do their holiday tea again this year, and they are still trying to collect money from their online sales. The company they were using has not paid them for about six months.

Committee Reports:

A. Ad Hoc Committee on Regulations Revisions

On Page 6 of the Regulations, Article III, Section 3, Item C will be changed to read "To enter into executive session, a member must make a motion that is seconded and adopted by a majority roll call vote. Nonmembers may not be present for executive session unless invited by the Board". There was discussion whether the Handbook should be updated, left as is, or disposed of all together since the Regulations and Policies supersede the Handbook. Mr. Musnuff said the Board could discuss it further at a later time. LWWH had suggested following Robert's Rule of Order. After discussing, the Board is comfortable with the current procedure. Ms. Monaco stated that the final markups would be sent to legal counsel for review and then presented to the Board for final approval in August.



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Ms. Simons of LWVH stated that any documents presented at the meeting become public record, and that by not posting them on the website the Board is creating a hurdle for the public to obtain it. Mr. Musnuff thanked LWVH for their time in reviewing our regulations and for their patience and cooperation during the review process. Ms. Simons praised the Library for its transparency and accountability.

Other Business

Mr. Musnuff updated the Board that Karen Rose has resigned from Library Strategies, the firm chosen to do the Feasibility Study. Peter Pearson, one of the founders of the company, is currently a consultant and designated to lead our project. After a brief discussion, the Board would like to invite Mr. Pearson to meet with the Board at his earliest convenience. Mr. Musnuff will coordinate the meeting. Mrs. Welch inquired if the Board changed its mind due to the unforeseen circumstances, could they go back to Cramer. Mr. Musnuff already informed Cramer of the development, and they would still be willing to work with us if the Board decided to.

Mr. Musnuff asked the Board to reschedule the September Board Meeting due to a number of members wanting to attend a Library program.

Resolution #2018-035: Mrs. Suntken made the motion to move the September Board Meeting to September 25. Mrs. Thompson seconded, and it was approved by unanimous voice vote.

Adjournment

Meeting adjourned at 8:18 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Laura Greer, Board Secretary
Board of Trustees