



# HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

July 15, 2019

## Resolution Index

- #2019-040 Approval of the June 24, 2019 Regular Board Meeting Minutes
- #2019-041 Approval of June Financial Statements
  - Payouts for the General, Private, Capital Replacement, and Brewster Café Funds in the amount of \$342,741.63
  - Donations in the amount of \$3,944.03
- #2019-042 Approval of the 2020 General Fund, Brewster Cafe Fund & Capital Improvement and Maintenance Fund Alternative Tax Budgets.
- #2019-043 Approval of the August 2019 Board Meeting cancellation



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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 7:03 pm on Monday, July 15, 2019 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 – n

Mrs. Melissa Lindley – y

Mrs. Michelle Marshall – y

Ms. Melissa Monaco – y

Mr. Basil Musnuff – y

Mr. John Rydquist – y

Mr. Rob Swedenborg – 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. Marie Turkovich, Deputy Fiscal  
Officer/Board Secretary – y

### VISITORS

Ms. Lori Porter, LWH

## Minutes

**Resolution #2019-040:** Mr. Swedenborg made the motion to approve the minutes of the June 24, 2019 Regular Board Meeting. Ms. Monaco seconded, and they were approved by unanimous voice vote.

### Finance Committee

The Committee is currently reviewing a draft Private Funds Investment Policy and is open for policy suggestions. The Committee is investigating whether there are options of retaining an advisor, without actually placing the funds with him or her. The Fiscal Officer will inquire with the current custodian of the investment account to see if this is a possibility.

#### **A. Fiscal Officer's Report**

##### 1. June Financial Statements

- a. Payouts for the General, Private, Capital Replacement, and Brewster Café Funds in the amount of \$342,741.63



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- b. Donations in the amount of \$3,944.43

Ms. Pandelli noted that the PLF of \$113,284.75 is up almost 6% from the amount received last year. The July PLF will be 1.66% of the State's General Revenue Fund since the state has not voted on a final budget to set it at the 1.68% or 1.7% level.

The Brewster Café had a net income in June of over \$2,100, leaving the Café with a balance of \$3,794.

**Resolution #2019-041:** Mrs. Welch made the motion to approve the June Financial Statements. Mr. Rydquist seconded, and they were approved by unanimous voice vote.

- 2. Consider approval of Alternative Tax Budgets
  - a. General Fund – \$4,831,020.62
  - b. Capital Improvement Fund – \$150,000
  - c. Brewster Café Fund - \$54,030

Ms. Polott reviewed the Alternative Tax budgets which reflect information for just a snapshot in time and are estimates. For the General Fund, Ms. Polott stated that we expect a healthy carryover and a solid contingency amount. Contracted services and capital were reduced since no large capital expenditures are expected. Children's materials were reduced due to no longer needing to replenish items from the water occurrence. The Brewster Café Fund budget basically mirrors the 2019 budget with minor changes to the estimated investment earnings & equipment costs.

Ms. Pandelli reviewed the Capital Improvement & Maintenance Fund budget. The \$150,000 expense budget includes roofing updates and LED lighting upgrades. Ms. Pandelli discussed waiting until the next levy cycle to review the annual \$90,000 transfer from the General Fund. Mr. Swedenborg agreed and noted that, due to inflation, this yearly transfer should be reviewed.

**Resolution #2019-042:** Mrs. Welch made the motion to approve the 2020 General Fund, Capital Improvement & Maintenance Fund and Brewster Café Alternative Tax Budgets. Mr. Swedenborg seconded, and they were approved by unanimous voice vote.

## Director's Report

Ms. Polott presented the Director's Report, giving the Board updates on facilities, circulation and



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upcoming programs. Ms. Polott noted that History Camp was a terrific hit and circulated pictures of the week's activities to the Board. She also noted that we have received many good suggestions for future summer programs. Mr. Musnuff commented that the recent collaboration with the Kent/Blossom music program was a success.

Ms. Polott also gave an update on upcoming Adult programs, noting that Peter Yarrow from Peter, Paul & Mary will be here in April 2020. The Library is also working on securing a Mariachi band in October 2019.

### Friends of the Hudson Library

Ms. Polott discussed the importance of the Hudson Friends organization to the Hudson Library. Mr. Swedenborg also commented on their value and that it was important to show appreciation to them.

### Committee Reports

#### **Philanthropy Committee:**

Ms. Monaco updated the Board on the activities of the committee. The Committee reviewed the list of invitees for the cancelled donor event on June 28<sup>th</sup> and are working on a relationship map of potential donors and Feasibility Study interview candidates.

### Other Business

The Fiscal Officer noted upcoming vacations of administration staff. Ms. Polott stated that the August meetings have been cancelled in the past as there is usually minimal, if not any, Board business.

**Resolution #2019-043:** Mrs. Marshall made the motion to cancel the August Board meeting. Ms. Monaco seconded, and they were approved by unanimous voice vote.

### Adjournment

Meeting adjourned at 7:33 pm.

Respectively Submitted,

Mr. Basil Musnuff, President  
Board of Trustees

Ms. Marie Turkovich, Board Secretary  
Board of Trustees