



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

December 16, 2019

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- #2019-059 Approval of November Financial Statements
 - Payouts for the General, Private, Capital Replacement, and Brewster Café Funds in the amount of \$283,413.12
 - Donations in the amount of \$9,327.64
- #2019-060 Approval of Budget Transfer
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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, December 16, 2019 in the Laurel Lake Room of the Hudson Library and Historical Society by President Basil Musnuff.

President Basil Musnuff directed the Board Secretary 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 – n

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

Mary Hughes-Hudson League of Women Voters

Minutes

Resolution #2019-058: Mr. Swedenborg made the motion to approve the minutes of the November 18, 2019 Regular Board Meeting. Mrs. Lindley seconded, and they were approved by unanimous voice vote.

Finance Committee

A. Fiscal Officer's Report

1. November Financial Statements
 - a. Payouts for the General, Private, Capital Replacement, and Brewster Café Funds in the amount of \$283,413.12
 - b. Donations in the amount of \$9,327.64

Ms. Pandelli stated that the PLF was up 6.7% over 2018. The Homestead rollbacks were received



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in the amount of \$115,000 in December. The value of the investments increased by \$78,231.06 from October. Ms. Pandelli commented that the November donations included a Friends donation of \$4,000.00 making a total for the year of \$35,000 received from Friends, as well as a \$2,000 check for the PAC.

Resolution #2019-059: Mrs. Welch made the motion to approve the November Financial Statements. Mr. Swedenborg seconded, and it was approved by unanimous voice vote.

2. Consider Approval of Budget Transfer

Ms. Pandelli requested a \$1,500 transfer from the General Fund Contingency expense line (8999) to the Library Insurance line (3410).

Resolution # 2019-060: Mrs. Welch made the motion to approve a General Fund transfer from Contingency (8999) to Library Insurance (3410). Mr. Swedenborg seconded, and it was approved by unanimous voice vote

B. Consider approval of Private Funds expenditure

Ms. Pandelli advised that upcoming library speakers, Governor John Kasich and Astronaut Scott Kelly required payment in early January 2020. Ms. Pandelli requested that the fees be encumbered out of the Baldwin Babcock Fund. Ms. Pandelli requested the Baldwin Babcock budget be increased to cover the speakers' fees, travel and lodging expenses.

Resolution #2019-061: Mrs. Welch made the motion to approve the Private Funds expenditure in the amount of \$50,000. Mrs. Thompson seconded, and it was approved by unanimous voice vote.

C. Consider approval of Private Funds Investment Policy

Mrs. Welch noted that the investment policy had been reviewed with the assistance of Legacy Consultants and the Finance Committee. Mr. Musnuff noted that the new proposed policy does not require that the Library be invested solely in ETFs, as the current policy required.

Resolution # 2019-062: Mr. Swedenborg made the motion to approve the Private Funds Investment policy and Mrs. Welch seconded, and it was approved by unanimous voice vote.



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Director's Report

Ms. Polott stated new LED lights were installed on the outside perimeter of the parking lot. Ms. Polott noted that circulation was up and that helps with the PLF funding to the library. Ms. Polott noted that Author Dan Peterson will be coming to speak in June 2020. Mr. Peterson is the former Head of the Top Gun School and with the upcoming Top Gun 2 movie release, interest is expected to be high for this speaker. Ms. Polott noted that library book clubs have been successful and have prompted an additional afternoon book club pilot as well as a new science fiction book club in 2020.

Friends of the Hudson Library

No additional report.

Committee Reports

Feasibility Study Committee:

Mr. Musnuff summarized the Library Strategies report that was received and distributed to the Board. Mr. Musnuff noted that the report concluded that in the current climate, the potential fundraising ability for the additional programming space was discouraging. Mrs. Marshall noted that the report, although not optimistic for current fundraising efforts, did point out encouraging areas and offered suggestions to cultivate donors. The report also suggested a change in the composition of the Board from elected to appointed members, in order to recruit individuals with fundraising skills. Mr. Swedenborg noted that with the upcoming Library Levy, fundraising for items such as programming space would be difficult.

Nominating Committee: Mrs. Thompson updated the Board on the application process. Mrs. Thompson advised the Board applications are out on the Library website as well as available at the Circulation desk. A request was sent to the Hudson Hub Times to advertise the Board openings as well as the application process. Mrs. Thompson noted that applicant Interviews for the Board openings are currently anticipated for the week of Feb. 3rd, with applications due by January 24, 2020. There are currently three Board member positions that are rolling off the Board, however they are welcome to re- apply for the positions.

Philanthropy Committee: Mrs. Marshall updated the Board on the Fundraising Plan Outline and timeline that had been reviewed in the Philanthropy Committee. Mrs. Marshall noted that at the December meeting the case for support was discussed and that the focus of the Fundraising



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Plan will include sharing the excitement of the library as well as reaching out to those in the community with similar interests.

Resolution #2019-063: Mrs. Marshall made a motion to approve the Fundraising Plan Outline. Mrs. Thompson seconded, and it was approved by unanimous voice vote.

Other Business

Mr. Musnuff advised the Board that the performance evaluation process of the Hudson Library Director and Fiscal Officer will begin by the end of the year and information will be distributed to the Board members for review.

Adjournment

Meeting adjourned at 8:06 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees