



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

September 25th, 2023

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The regularly scheduled meeting of the Board of Trustees of the Hudson Library and Historical Society was called to order at 7:05 pm on Monday, September 25th, 2023, in the Flood Family Meeting room by President Basil Musnuff.

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

TRUSTEES PRESENT AT ROLL CALL

Mr. Samuel Barnett – y
Mr. Tim Clarke – n
Ms. Beverly Dorson – y
Mr. Basil Musnuff – y
Mr. John Rydquist – y

Ms. Anne Suntken – y*
Mr. Rob Swedenborg - y
Ms. Heidi Walters - y
Ms. Carleen Welch - y

OFFICIALS AND OTHERS PRESENT AT ROLL CALL

Ms. Leslie Polott, Executive Director – n
Ms. Molly Pandelli, Fiscal Officer – y
Ms. Marie Turkovich, Deputy Fiscal Officer/Board Secretary – y

y* joined at 7:16, after initial roll call

VISITORS

Barbara Bos- Hudson League of Women Voters

Public Comment

Mr. Musnuff invited public comment as the first order of business. No comments were brought forth.

Minutes

Mr. Musnuff presented the minutes of Regular Board Meeting on July 12th, 2023. Mr. Musnuff invited any comments or proposed changes to the minutes, and none were brought forth.

Resolution #2023-030: Mr. Rydquist made the motion to approve the minutes of the July 12th, 2023, Regular Board Meeting. Ms. Walters seconded, and they were approved by unanimous voice vote.

Mr. Swedenborg inquired about the appropriateness of voting on the approval of meeting minutes if a member was not present at a meeting. Mr. Musnuff suggested a review of the procedural order related to Board minute approval to help clarify.



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Finance Committee

Ms. Welch stated that the Finance Committee met to review the July and August 2023 Financial Statements and that Legacy Strategic Asset Management Advisors came to present the quarterly performance review. She stated that no rebalancing of the Private Funds Investment Portfolio is necessary and that copies of the presentation are available to Board Members who would like them. Ms. Pandelli then presented the financial statements.

A. Fiscal Officer's Report

1. July 2023 Financial Statements

- a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
- b. Donations in the amount of \$2,422.23

In July, the library received just over \$162,000 in PLF revenue, which is approximately 4.5% more than last year. Total PLF revenue is approximately 4% more through July than 2022.

The library received the first advance for the 2nd half of property tax in the amount of \$554,575.02. There will be a second advance in August, and the settlement will arrive in September.

The private funds investment account earned \$2,810.60 in interest and dividends for the month and was assessed a quarterly advisor fee of \$2,741.32. There was also a transfer of \$75,000 from the endowment funds to the checking account to cover program expenses through the last quarter. There was an increase in market value of approximately \$76,600. The value of the fund was just over \$2.7 million.

In July, the library received \$2,422.23 in donations, including \$2,000 from the Friends of the Library for adult programming and the Brewster café, \$100 in honor of Carleen Welch's birthday and \$92 in children's puppet sponsorships. To date all of the puppets have been sponsored and have been ordered.

Resolution #2023-031: Ms. Welch made the motion to approve the July Financial Statements as presented. Ms. Dorson seconded, and they were approved by unanimous voice vote.

2. August 2023 Financial Statements

- c. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
- d. Donations in the amount of \$4,324.25



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In August, the library received just over \$124,000 in PLF revenue which is approximately 6.7% more than last year. Total PLF revenue is approximately 4.3% more than 2022 while statewide PLF is up 0.7%.

The library received a second advance for the 2nd half of property tax in the amount of \$504,000. The settlement and homestead rollbacks and reimbursements were received in September.

The private funds investment account earned \$2,656.53 in interest and dividends in August. There was a slight decrease in market value of approximately \$65,700, leaving a balance of approximately \$2,661,000 at month end.

In August, the library received \$4,324.25 in donations, including \$4,000 from the Friends of the Library in support of adult programming, \$25 in memory of Robert Marshall and \$172 in children's puppet sponsorships.

Mr. Musnuff inquired if the amount of property tax collected was in line with library projections at the time the levy rate was determined. Ms. Pandelli stated that the library collection to date was slightly over projection.

Resolution #2023-032: Ms. Welch made the motion to approve the August Financial Statements as presented. Mr. Barnett seconded, and they were approved by unanimous voice vote.

Ms. Pandelli stated that the Board is required to approve the Tax Levy Certification on an annual basis.

She presented the Tax Levy Certification for tax year 2023 with the collection year 2024 from the Summit County Budget Commission, which shows the current property value totals, estimated effective rate, and expected revenue on the renewal levy approved in 2021. The expected amount to be collected in 2024 is \$2,774,811. Ms. Pandelli advised that the certification must be accepted by the Board and received by the county by October 1st in order to receive the funds in 2024.

Resolution #2023-033: Ms. Welch made the motion to approve the Tax Levy Certification for 2023 as presented. Mr. Rydquist seconded, and it was approved by unanimous voice vote.

Ms. Pandelli advised that the Summit County Directors meeting to approve the allocation of the Public Library Fund (PLF) is scheduled for October 19th and the Board cannot approve the PLF allocation percentage until after that meeting.



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Director's Report

Ms. Pandelli presented the Director's report in Ms. Polott's absence. In addition to the report distributed by Ms. Polott, she noted that the shelving reconfiguration in the Circulation Department is progressing. These improvements will more easily house the growing "Library of Things" items. She stated that the recent library closures that occurred on two consecutive Fridays in September were due to plumbing repairs that necessitated turning off water to the entire building. The main repair has been completed and future repairs to the second-floor men's room will not require library closure.

Friends of the Hudson Library

Ms. Dorson stated that the book sales through [sellbackbooks](#) has generated \$1,000 since February. She highlighted that this second source of sales was suggested by volunteer and Board Member Tim Clarke. These sales are at no cost to the Friends of the Hudson Library.

Committee Reports

Philanthropy Committee

Ms. Walters, Chair of the Philanthropy Committee gave an update on the meeting prior to the Board Meeting. She stated that the committee discussed brainstorming ideas, suggesting the use of QR code displays throughout the library to promote giving. The committee plans to pursue efforts to educate the community that the library accepts donations.

Other Business

October Board Meeting date

Mr. Musnuff stated that the current October Board meeting is scheduled for the same day as a library program with Adam Kinzinger. He stated that some Board Members as well as library staff may be attending the program. He suggested moving the Board meeting to October 30th, 2023. There were no objections brought forth.

Resolution #2023-034: Mr. Swedenborg made the motion to move the October Board meeting to October 30th at 7:00 pm. Ms. Dorson seconded, and it was approved by a unanimous voice vote.

Mr. Musnuff thanked the Board for their participation in attending library programs. He also thanked Ms. Suntken for creating the platform to track Board attendance at major programs.



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Mr. Swedenborg commented that a few patron complaints were brought to his attention regarding parking and the use of open and quiet spaces of the library. A discussion ensued on history and options available to patrons related to these concerns.

Adjournment

Meeting adjourned at 7:52 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees