



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

November 27th, 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 7:02 pm on Monday, November 27th, 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 – y
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 – y
Ms. Molly Pandelli, Fiscal Officer – y
Ms. Marie Turkovich, Deputy Fiscal Officer/Board Secretary – y

VISITORS

Hillary Sullivan– Hudson League of Women Voters
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 October 30th, 2023. Mr. Musnuff invited any comments or proposed changes to the minutes, and none were brought forth.

Resolution #2023-040 Mr. Barnett made the motion to approve the minutes of the October 30th, 2023, Regular Board Meeting. Ms. Dorson seconded, and they were approved by unanimous voice vote.



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Finance Committee

Ms. Welch stated Mr. Swedenborg chaired the Finance Committee meeting in her absence when they committee met to review the October 2023 Financial Statements, budget adjustments and transfers.

A. Fiscal Officer's Report

1. October 2023 Financial Statements
 - a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
 - b. Donations in the amount of \$4,551.75

Ms. Pandelli presented the October Financial Statements. In October the library received \$137,096.30 in PLF revenue, which is approximately 3.1% more than last year. Total PLF revenue collection is approximately 4.8% more than in 2022.

The library received the final settlement and homestead rollbacks and reimbursements for the 2nd half , from the operating levy in the amount of \$116,443.47.

The Private Funds investment account earned \$8,262.32 in interest and dividends in October and incurred a quarterly advisor fee of \$2,567.14. There was a decrease in market value of approximately \$80,400 leaving a balance of \$2,476,203.87 at month end.

In October, the library received \$4,551.75 in donations, including \$4,000 from the Friends of the Library in support of programming and the Brewster Café, \$25 from Candace Brennan for adult programming and \$500 from Ramiro Galleguillos towards the Perry Noe permanent endowment fund.

Resolution #2023-041: Mr. Swedenborg made the motion to approve the October Financial Statements as presented. Mr. Rydquist seconded, and they were approved by a unanimous voice vote.

2023 Fund Budget Transfer

Ms. Pandelli stated that the Café must not close the year in a deficit balance and a transfer is necessary to bring it to a zero balance. Board approval to transfer the amount necessary to bring it to a zero balance is required, which is currently expected to be between \$2,000 and \$3,000.

Resolution #2023-042: Ms. Welch made the motion to approve the transfer from Private Funds to the Brewster Café Fund in the amount equal to the balance of Café expenditures less Café



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receipts and donations in 2023 to make the Café balance at year end. Mr. Rydquist seconded, and it was approved by a unanimous voice vote.

2023 Budget Adjustment

Ms. Pandelli reviewed the General Fund revenue and expense budget adjustments. Revenue adjustments include increases to the PLF, Operating Levy and earnings on investments with a total revenue increase of \$181,355.60. The only expense adjustment necessary is an increase in the insurance benefits budget line of \$25,000.

Resolution #2023-043: Mr. Swedenborg made the motion to approve the 2023 Budget adjustment as presented. Ms. Walters seconded, and it was approved by a unanimous voice vote.

Director's Report

Ms. Polott presented the Director's report and in addition to the report she noted that a mini fundraiser in December to benefit the children's department with a holiday tree with QR codes attached for patrons to have the opportunity to donate to the library. There is a new partnership with a local business, Nothing Bundt Cakes, to receive bundt cakes with checkouts of 10 bundles or more in the Childrens area as well as bundles in other areas. This is in an attempt to increase circulation of materials.

Ms. Polott highlighted and encouraged the Board to attend the "Sound of Ideas Community Forum " on the State of Ohio School Boards, on December 12th at 6:30 pm at the library. This is a partnership with NPR hosted by Mike McIntyre, Executive Director of Ideastream.

Ms. Polott highlighted a donation received from Mary Morgan Graves, a descendant of John Brown of letters, articles and photos. These items were added to the John Brown collection. In addition she highlighted the importance of circulation and the new bundles available.

Friends of the Hudson Library

Ms. Dorson stated that the Friends have an upcoming Holiday Extravaganza sale on December 2nd and one can also attend a library concert the same day.

Committee Reports

Nominating Committee

Mr. Barnett, Chair of the Nominating Committee stated that the Trustee application had been updated and previously circulated with the help of library staff. Mr. Musnuff inquired about the section related to the Library Bill of Rights and its requirements to sign in agreement in order



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to apply as a Trustee. A discussion ensued and a review of the regulations occurred. Mr. Barnett stated if further clarification changes are made to the application after a review of library policies, it will be circulated to the Board prior to publication.

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 was working on Giving Tuesday awareness and Best Practices. In addition discussions have begun on a 2025 event for the 20th year in the library building event.

Other Business

A. Consider December Board meeting cancellation

Mr. Musnuff stated the Regular December Board meeting date falls on Christmas, December. 25th. He suggested canceling the Regular Board meeting in December. There were no objections brought forth.

Resolution #2023-044: Mr. Swedenborg made the motion to cancel the Regular Board meeting in December. Mr. Rydquist seconded, and it was approved by a unanimous voice vote.

Adjournment

Meeting adjourned at 7:50 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees