



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

June 24, 2024

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The meeting of the Board of Trustees of the Hudson Library and Historical Society was called to order at 7:00 pm on Monday, June 24th, 2024, in the Flood Family meeting room by President Basil Musnuff.

President 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
Ms. Maggie Mooney - y
Mr. Basil Musnuff – y

Mr. John Rydquist – y
Mr. Rob Swedenborg – y
Ms. Heidi Walters – n
Ms. Carleen Welch – y

OFFICIALS AND OTHERS PRESENT AT ROLL CALL

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

VISITORS

Hilary Sullivan-Hudson League of Women Voters

Mr. Musnuff noted for the record there was a quorum present for the Board meeting.

Public Comment

Mr. Musnuff invited public comment from visitors. No comments were brought forth.

Minutes

Mr. Musnuff presented the minutes of Regular Board Meeting on May 28th, 2024. Mr. Musnuff invited any comments or proposed changes to the minutes. Ms. Turkovich stated that Mr. Rydquist noted three proposed edits related to punctuation and spelling. The edits were reviewed with the Board.

Resolution #2024-027: Ms. Welch made the motion to approve the minutes of the May 28th, 2024 Regular Board Meeting to include the requested edits. Mr. Barnett seconded, and they were approved by unanimous voice vote.

Finance Committee



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Ms. Welch stated the Finance Committee met to review the May Financial Statements. She commented that after the Finance Committee meeting the draft results of the 2022 and 2023 audit were received. She turned the financial statement review over to Ms. Pandelli.

A. Fiscal Officer's Report

1. May Financial Statements

- a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
- b. Donations in the amount of \$7,988.58

In May, the library received just over \$140,000 in PLF revenue, which is approximately 13.7% less than last year and continues to trend downward. For the year, the library's total PLF collection is down about 10.5% while statewide PLF is down 8.6%. She stated there have not been any updates from the Ohio Library Council on the PLF.

The settlement for the first half property tax revenue, totaling \$255,000, was received in May. The homestead rollbacks and reimbursements payment was received in June, totaling about \$115,000. The second half property tax income will be expected in late summer or early Fall.

The Private Funds Investment portfolio had \$3,400 in interest and dividends for May. The value of the portfolio increased approximately \$89,000 from last month leaving an ending market value of just over \$2.8 million.

The library received almost \$8,000 in donations, including \$4,000 from the Friends in support of Adult Programming and a memorial bench for longtime Friends Board member Eunice Friedman, \$2,000 for the Hudson Community Foundation Memory Kit grant and \$788 in memory of Daniel Dyer.

Ms. Welch and Mr. Musnuff inquired of the reasons for the decrease in the PLF revenue and whether other libraries are experiencing similar reductions. Ms. Pandelli stated that statewide the PLF collection percentage is down approximately 8.5% and that due to the reduction in revenue for the entire state, the amount distributed to libraries is affected. Ms. Pandelli and Ms. Polott discussed reductions that fellow libraries within Summit County are experiencing, however the extent of the reductions may not be at the same levels as the Hudson Library and Historical Society.

Resolution #2024-028: Ms. Welch made the motion to approve the May Financial Statements as presented. Mr. Swedenborg seconded, and they were approved by a unanimous voice vote.



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Director's Report

Ms. Polott presented the Director's Report. In addition to the written report, Ms. Polott stated that she and Ms. Pandelli have been working on the Pro Forma budget. Ms. Polott highlighted the Summer Learning Program and the higher enrollment than in prior years in the youth area with exciting prizes and incentives for patrons in the juvenile and adult programs.

Ms. Polott expanded on some upcoming facility projects. In August Jackson Comfort will be working on renovations of the restrooms on the first floor. Additionally Ms. Polott stated that some periodical shelving units in the Rotunda area will be removed to allow for more viewing areas for program performances.

Ms. Polott highlighted the upcoming Fall program themes. Fall months will highlight China and the Netherlands along with political and historical programs. She stated that Chris Christie and Mary Trump will be coming to discuss their books.

Friends of the Hudson Library

Ms. Dorson stated The Friends of the Library will be hosting pop-up sales during large programs throughout the summer in hopes of increasing sales. The next pop-up sale will be during the upcoming Nora the Explorer Children's program on Friday June 28th.

Committee Reports:

None reported

Other Business

A. July Board Meeting date change

Mr. Musnuff stated that the Pro Forma Budget approval is due in early July requiring a reschedule of the regular Board meeting. Mr. Musnuff suggested July 15th, 2024. Mr. Musnuff stated it was necessary to have a quorum at this Board meeting.

Resolution #2024-029: Mr. Swedenborg made the motion to move the July Board meeting to Monday, July 15th, 2024 at 7:00 pm. Ms. Mooney seconded, and it was approved by a unanimous voice vote.

B. Post Audit Conference

Ms. Pandelli reviewed the two-year audit performed by the Independent CPA firm Charles E. Harris and Associates Inc. She stated the audit for the years 2022 and 2023 has been completed and the auditing firm released a draft audit report letter with no findings or recommendations. She stated that the Board can choose to have a post-audit conference or



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approve to waive it. Ms. Pandelli stated that In previous audits where there were no findings the waiver of the conference has been approved by the Board.

Ms. Welch and Mr. Swedenborg stated that they did not feel it was necessary or time effective to have a conference without findings to be discussed or reviewed.

Resolution #2024-030: Mr. Swedenborg made the motion to waive the post-audit conference. Mr. Rydquist seconded, and it was approved by a unanimous voice vote.

Adjournment

Meeting adjourned at 7:35 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees