



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

June 23, 2025

Resolution Index

- #2025-027 Approval of the Board Meeting Minutes of May 19, 2025
- #2025-028 Approval of May Financial Statements
 - Payouts for the General, Private, Capital Improvement and Brewster Café Funds
 - Donations in the amount of \$6,518.24
- #2025-029 Approval of Fund Transfer from the General Fund, 101 to the Capital Improvement and Maintenance Fund, 403
- #2025-030 Approval of Upcoming Levy Millage and Term
- #2025-031 Approval of July Meeting Date Change



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The meeting of the Board of Trustees of the Hudson Library and Historical Society was called to order at 7:06 pm on Monday, June 23rd, 2025, 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. Woodrow Ban – y

Mr. Samuel Barnett – y

Ms. Beverly Dorson – y

Ms. Maggie Mooney – y*

Mr. Basil Musnuff – y

Mr. John Rydquist – y

Mr. Rob Swedenborg – y

Ms. Carleen Welch – n

Ms. Courtney Cahoon White – 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

y* Joined Board Meeting via Zoom Video Conference at 7:06 pm

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

VISITORS

Barbara Bos- Hudson League of Women Voters

Public Comment

Mr. Musnuff invited public comment from visitors. None were brought forth.

Minutes

Mr. Musnuff presented the minutes of the Regular Board Meeting on May 19th, 2025. Mr. Musnuff invited any comments or proposed changes to the minutes. None were brought forth.

Resolution #2025-027: Mr. Barnett made the motion to approve the minutes of the May 19th, 2025, Regular Board Meeting. Ms. Mooney seconded, and they were approved by a roll call vote (y - 8, n - 0).



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Finance Committee

Mr. Swedenborg reported for the Finance Committee in the absence of Committee Chair Ms. Welch. The financial statement review was turned over to Ms. Pandelli to cover the monthly activity.

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 \$6,518.24

In May, the library received just over \$149,000 in PLF revenue, which is 6.31% more than what was received last year. For the year, the library's PLF is up almost 8.6% while the state PLF is up approximately 9.2%. Ms. Pandelli stated the state budget is currently awaiting a vote. Ms. Polott will discuss further in her Directors report.

In May, the private funds investment portfolio earned \$3,607.58 in interest and dividends. There was a slight market increase of almost \$102,000 leaving a portfolio balance of just over \$2,957,000 at month end.

In May the library received almost \$6,518.24 in donations, including \$4,000 from the Friends of the Library, \$2,000 from The Hudson League for Service for a Summer Learning Grant and \$375 in meeting room donations from a flower arranging program.

Mr. Swedenborg reported that the Finance Committee met to review the May financial statements and was in consensus to approve them.

Resolution #2025-028: Mr. Swedenborg made the motion to approve the May Financial Statements as presented. Mr. Barnett seconded, and they were approved by a roll call vote (y - 8, n - 0).

B. Fund Transfer

Mr. Swedenborg summarized a fund transfer to the Capital Improvement and Maintenance Fund (CIMF). Ms. Pandelli stated that a review of the General Fund Capital expense line showed a significant balance in excess of \$450,000, and noted roof repair estimates that are anticipated to take place later in 2025. A transfer of \$300,000 from the General Fund to the CIMF would set aside additional funds to cover these repair estimates without reducing the current balance in the CIMF Fund. She stated that she felt comfortable that there are sufficient funds in the General Fund to make this transfer.



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Mr. Swedenborg highlighted the history of the annual transfer of \$90,000 from the General Fund to the CIMF to set aside funds for large capital projects. He stated that the General Fund does have a Capital expense line budget for smaller capital projects that come up that do not require the use of the CIMF.

Mr. Swedenborg reported that the Finance Committee was in consensus to approve the fund transfer.

Resolution #2025-029: Mr. Swedenborg made a motion to approve to decrease Capital Improvement expense line (101.66.55400) and transfer \$300,000 from the General Fund, 101, to the Capital Improvement and Maintenance Fund, 403. Mr. Ban seconded and it was approved by a roll call vote (y -8, n -0).

C. Approval of Levy Millage and Term

Mr. Swedenborg commented that the Board has already approved seeking a 5-year, 2.9 mil renewal levy with an additional .6 mils to be placed on the ballot. He stated that recent developments raise the prospect that the Library might need to go to an alternate taxing authority to get a levy on the ballot. If so, a renewal levy would not be an available option. Therefore, Mr. Swedenborg proposed that the Board also approve seeking a new 5-year, 2.5 mil levy if the proposition is placed on the ballot by an alternate taxing authority.

A discussion ensued among Board members as to the difference in cost to taxpayers. Ms. Pandelli stated that the cost of a new 2.5 mil levy would cost the taxpayer approximately \$2 more per \$100,000 property value as compared to the 2.9 mil renewal with additional .6 mils previously approved.

Hudson Charter Review Commission Update: Mr. Musnuff discussed recent proceedings of the Hudson Charter Review Commission and the prospect that revisions to the City Charter could make it more favorable to go to a different taxing authority to place the Library levy on the ballot.

Ms. Pandelli stressed that a new millage approval would allow an additional alternative if the library must proceed with a new taxing authority. Mr. Swedenborg proceeded to raise the motion to the Board to place a new 5-year, 2.5 mil levy on the ballot with a second by Mr. Ban.

Ms. Mooney inquired if the motion needs to be approved now and Mr. Musnuff stated it did not necessarily need to be decided upon at this Board meeting.



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Resolution #2025-030: Mr. Swedenborg made a motion to place a 5-year, 2.5 mil new levy on the ballot of any taxing authority. Mr. Ban seconded and it was approved by a roll call vote (y -8, n -0).

Ms. Mooney requested further information to review the levy alternatives be provided to her and other Board Members.

Directors Report

Ms. Polott presented the Director's report and highlighted that the Summer Learning Program is very successful this year with 1,300 children and over 300 teens registered for Summer Learning. She highlighted that Fall programming was in the process of being scheduled.

Ms. Polott highlighted outreach efforts and discussed her recent visits to the Hudson Rotary and the Hudson League of Women Voters tour of the library. Conservation efforts highlighted included a grant being sought to preserve two artworks by Hudson Artist Alfred Pettingell.

Mr. Musnuff reported that he received anonymous messages from employees, and some suggested that staff were working off the clock. He asked Ms. Polott to expand on any information related to this correspondence.

Ms. Polott addressed the Board stating that if employees work over 40 hours per week they are paid. Employees are encouraged not to work over 40 hours per week. She stated she met and discussed with department heads to determine if they were aware of any of their staff being overburdened and working off the clock and they were not aware of any such situation. They further communicated that they felt their staff were comfortable enough to come to them if any had concerns related to workload.

Ms. Pandelli commented that if any employee does work from home and administration is made aware, she has them report their time so it is included in their weekly timesheet, they can adjust their hours later in the week to leave early or reduce hours to compensate.

Mr. Ban suggested a more proactive approach to address employees concerns beyond Department head discussions. Ms. Mooney suggested considering the addition of a Human Resource staff member.

Mr. Musnuff and Ms. Polott stated that Ms. Pandelli has been fulfilling that role as part of her position. Ms. Polott and Mr. Musnuff discussed budgetary concerns as well as employee processes at library entities of similar size. It was stated that labor attorneys are routinely



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consulted with any human resource issues or concerns.

Mr. Musnuff commented that the suggestions can be reviewed further.

Friends of the Hudson Library

Ms. Dorson highlighted that donations continue to come in and highlighted The Friends full page ad in *Hudson Life*.

Committee Reports:

Ad Hoc Committee on Regulations and Virtual Meeting Policy

Mr. Musnuff discussed the recent meetings of the Ad Hoc Committee stating most of the focus has been on the Board Election and its processes. He stated that suggested changes to the Regulations allow for a more expansive voting period to the Annual Board Elections. Some other areas of suggested revisions to the Regulations involved the publication of the Annual Meeting provisions.

Mr. Ban suggested the Daily Legal News as a publication of general circulation.

Other Business

A. July Board Meeting date change

Mr. Musnuff stated that the Pro Forma Budget approval is due by July 15th, requiring a reschedule of the July regular Board Meeting. Mr. Musnuff suggested July 14th, 2025 and inquired of any objections; none were brought forth.. Mr. Musnuff stated it was necessary to have a quorum at this Board meeting.

Ms. Mooney stated she may attend the July 14th Board Meeting virtually/remotely and inquired if she must be within the United States. Mr. Musnuff responded that one could virtually/remotely attend a Board meeting from out of the country.

Resolution #2024-031: Mr. Swedenborg made the motion to move the July Board meeting to Monday, July 14th, 2025 at 7:00 pm. Mr. Rydquist seconded, and it was approved by a roll call vote (y -8, n -0).



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Adjournment

Meeting adjourned at 8:01 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees