



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

July 14, 2025

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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, July 14th, 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 – y

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 7:00 pm

Mr. Musnuff noted for the record that there was a quorum present for the Board Meeting, with two Board Members attending virtually via Zoom Video Conference, Mr. Barnett and Ms. Mooney

VISITORS

Barbara Bos- Hudson League of Women Voters

Evan Welch- Hudson resident

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 June 23rd, 2025. Mr. Musnuff invited any comments or proposed changes to the minutes. None were brought forth.

Resolution #2025-032: Mr. Swedenborg made the motion to approve the minutes of the June 23rd, 2025, Regular Board Meeting. Mr. Ban seconded, and they were adopted by unanimous



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consent (y - 8, n - 0).

Finance Committee

Ms. Welch reported for the Finance Committee met to review the financial statement and the Pro Forma Budgets. The financial statement review was turned over to Ms. Pandelli to cover the monthly activity.

A. Fiscal Officer's Report

1. June Financial Statements

- a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
- b. Donations in the amount of \$4,970.00

In June, the library received \$162,000 in PLF revenue, which is up almost 8.4% 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%. Ms. Pandelli stated that the State Budget was finalized with several line-item vetoes from Governor DeWine. She stated that the PLF is no longer a portion of the State General Revenue Fund, instead it is now a line item in the budget. For fiscal year 2026 this line-item amount to libraries is approximately \$479 million, equating to approximately \$85,000 less for the library than the prior year.

In June, the private funds investment portfolio earned \$11,110.51 in interest and dividends. There was a market increase of almost \$94,000 leaving a portfolio balance of \$3,062,000 at month end.

In June, the library received \$4,970.00 in donations, including \$4,000 from the Friends of the Library, \$500 from Hudson Preschool Parents and \$300 from the MOMS Club of Hudson, all allocated to children's programming and resources.

Resolution #2025-033: Ms. Welch made the motion to approve the June Financial Statements as presented. Ms. Dorson seconded, and they were adopted by unanimous consent (y - 8, n - 0).

B. Pro Forma Budgets

Ms. Polott presented the General Fund and Ms. Pandelli presented the Capital Improvement and Maintenance Fund and the Brewster Café Fund noting areas of increase and decrease in expense line items from the prior year.

Ms. Polott stated that with the reduction of approximately 5% in the State Budget expected, she reviewed the budget with department heads and input with colleagues from other library



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institutions. Ms. Polott stated that the budget would be reduced across the board while still meeting the core needs of patrons

Ms. Polott highlighted nonmoving collections such as DVD, Blu-rays and music CDs', noting most are going to streaming. She stated that currently the library has all staff positions filled..

The expense line items reviewed included office and maintenance costs which continue to rise, however due to some large purchases in the technical services area there is sufficient technical supply materials to sustain the library in 2025 allowing for a reduction in this area of 27%. In the area of professional and contracted services reductions in travel & education were made due to the availability of training webinars and staff not having to travel. Expenses In the material and programming area reflected a 19% overall reduction to the budget due to using more private fund dollars and grants for programming and reductions in print items such as periodicals and adult print.

A discussion ensued related to the budget reductions in print. Ms. Polott stated that new titles are still ordered but less copies of certain materials are made.

Ms. Polott stated there is a healthy carryover at the end of a five-year levy cycle.

Mr. Ban and Mr. Swedenburg inquired of the carryover ceiling of funds and the State Budget requirements. Ms. Pandelli responded that this requirement currently pertains to schools and not for libraries. The Pro Forma budget presented has a contingency of \$1.8 million, this is under 30% of the Pro Forma Budget.

Ms. Dorson inquired of the consideration of a reduction in library hours, and Ms. Polott stated not at this time, but it would be considered at a later time depending on funding status.

Ms. Mooney stated she felt there was a need for the inclusion of a human resource position in the budgets as well as inquired of a facilities or handy person in the area of contracted services. Ms. Polott stated that due to an upcoming retirement in facilities, a revision of the position will be made to include basic maintenance and other duties.

Ms. Mooney inquired if patron requests were logged. Ms. Polott responded that comments from patrons received are considered when working on collection development as well as reviews of new items. Ms. Polott stated that each patron comment is not logged.



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Ms. Pandelli presented next the Capital Improvement and Maintenance Fund Budget. Ms. Pandelli noted revenue included earnings on investment and transfers-in of \$300,000, There is a \$250,000 placeholder on the capital improvement line to allow for roof repairs.

Ms. Pandelli next presented the Brewster Café Fund Budget, stating that the budget items are placeholders. She stated that in the spring coffee prices increased and the Café reviewed and raised product prices to offset. The Café has been open on more days such as special events and occasional weekends. The Café has been performing well in recent months.

Resolution #2025-034: Ms. Welch made the motion to approve the 2026 Pro Forma Budgets for the General Fund, Capital Improvement and Maintenance Fund and the Brewster Café Fund. Mr. Ban seconded, and the motion passed by a roll call vote (y -7, n -1).

Directors Report

Ms. Polott presented the Director's report and highlighted that in addition to the report she gave a recent tour with the Kinsman Public Library staff to the Hudson Library to view our community spaces. The Kinsman library are planning to install plexiglass studyroom pods. Ms. Polott stated she would follow up with their experience with them.

Ms. Polott stated in the area of facilities that Ivideo was recently in to work on the Teen Room video wall and will be returning to finish programming in Flood Family Meeting Room.

Ms. Polott highlighted ideas discussed on a soft campaign to promote the levy. She stated that marketing efforts would include sending oversized postcards out to residents in the fall to emphasize collections and programming. There had been discussions on a possible newsletter in the winter of 2026 to help with the library levy efforts.

The library will be working with the Friends of the Hudson Library who plan to support *Library Card Sign-Up Month* in September by funding ads to be placed in the Hudson Hub Times and Hudson Life, to highlight Library card sign-ups.

Friends of the Hudson Library

Ms. Dorson highlighted that many donations continue to come in. She stated that in June they collected 149 donations and logged 390 volunteer hours. She highlighted the upcoming Friends sale during the Hudson Sidewalk sale on Saturday, July 19th and the upcoming Educators sale in August.



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Committee Reports:

Ad Hoc Committee- Proposed Regulation Revisions

Mr. Musnuff and Ms. Welch stated the Ad Hoc Committee has worked to update three main sections of the Regulations focusing on revisions to the Trustee election process, expanding dates, times and voting eligibility, the replacement of the Philanthropy Committee with a Community Relations Committee and the renaming of the Nominating Committee to the Elections Committee with revisions to these committee's duties.

A discussion ensued among Board members on the proposed revisions. Mr. Rydquist suggested minor revisions related to the Annual Meeting reference in the proposed revisions and edits to sections related to run-off elections in the event of a tie. These revisions were discussed, clarified and incorporated. Ms. Mooney inquired if the revisions were reviewed by legal counsel and if electronic voting was considered. Mr. Musnuff responded yes to both inquiries.

Resolution #2025-035: Mr. Barnett made the motion to approve the proposed revisions to the Regulations of the Hudson Library and Historical Society as amended. Mr. Swedenborg seconded, and they were approved by a roll call vote (y - 8, n - 0).

Other Business

A. Special Meeting of the Membership date

Mr. Musnuff stated the proposed revisions to the Regulations must be approved by the Membership. He proposed Saturday, August 16th for a Special Meeting of the Membership. A discussion ensued related to alternative dates. Ms. Mooney proposed Saturday, August 23, 2025, there were no objections.

Resolution #2025-036: Ms. Mooney made a motion to hold a Special Meeting of the Membership on Saturday, August 23, 2025 at 2:00 pm at the Hudson Library and Historical Society to vote on the proposed revisions to the Regulations. Ms. Dorson seconded, and it was approved by unanimous consent (y -8, n -0).



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Mr. Ban suggested a cover letter to accompany the proposed revisions to highlight the main areas of revisions to Regulations for Members and offered to draft a letter

Adjournment

Meeting adjourned at 8:24 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees