



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

March 30, 2026

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 - Donations in the amount of \$747.50
- #2026-012 Approval of 2026 Final Budgets for the General Fund, Private Funds, Capital Improvement and Maintenance Fund and Brewster Café Fund
- #2026-013 Approval of May Board 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 7:01 pm on Monday, March 30th, 2026, in the Flood Family Meeting Room-North, 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*- denotes attended meeting via Zoom Video Conference at 7:00 pm

VISITORS

Barbara Bos - Hudson League of Women Voters

Valerie Ott - Board of Trustee applicant, Hudson resident

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

Public Comment

Mr. Musnuff invited public comment from visitors. Ms. Bos from the League of Women Voters Hudson stated that the League of Women voters do not support candidates, but they do make position statements after a library study has been performed. She distributed a color flyer on the 2026 library study that supports their position statement on the library. Mr. Musnuff, Mr. Ban and Ms. Polott thanked Ms. Bos and the League of Women Voters Hudson for their effort and service.

Minutes

Mr. Musnuff presented the minutes of the Regular Board Meeting on February 23rd, 2026. Mr. Musnuff invited any comments or proposed changes to the minutes. None were brought forth.



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Resolution #2026-010: Mr. Barnett made a motion to approve the minutes of the February 23rd, 2026 Regular Board Meeting. Mr. Swedenborg seconded, and they were approved by a roll call vote (y - 8, n - 0).

Finance Committee

Mr. Swedenborg presented in Ms. Welch's absence stating the Finance Committee met to review the February financial statements. He turned the financial statement review over to Ms. Pandelli.

A. Fiscal Officer's Report

1. February Financial Statements
 - a. Payouts from the General, Private, Capital Improvement and Brewster Café Funds
 - b. Donations in the amount of \$747.50

In February, the library received just over \$132,000 in PLF revenue, which is almost 16.8% less than what was received last year. Year to date, total PLF is down approximately 11.8%, while it is down approximately 10.9% statewide.

Ms. Pandelli stated that there has not been any 2026 property tax advances received from the City of Hudson. She stated that normally property tax advances are received in the months of February or March. Ms. Pandelli stated that the City of Hudson had not obtained the proper approvals to obtain the advances in the fall and the library will receive one large settlement payment in April to include the advances that were not received. A discussion among Board members ensued regarding the oversight of the City of Hudson and the effect on the library's finances.

The private funds investment portfolio earned \$3,561.28 in interest and dividends in February. The portfolio saw a market increase of over \$57,000, leaving a balance of \$3,453,000 at month end. Ms. Pandelli stated that Clearstead Financial Advisors will present an investment update on private funds at the May Board meeting.

In February, the library received \$747.50 in donations including \$346 for meeting room donations and \$100 from Lucy Karlake, an annual donor that supports adult audio books.

Resolution #2026-011: Mr. Swedenborg made the motion to approve the February Financial Statements as presented. Ms. Dorson seconded, and they were approved by a roll call vote (y - 8, n - 0).



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B. Annual Budgets

Ms. Polott presented the 2026 final budget for the General Fund. She stated that every year department heads are consulted to discuss initiatives, services and collections as well as the prior year expenditures.

Ms. Polott highlighted areas of change from the Pro Forma budget in expense line items such as salaries due to the possibility to hire more pages. Library and facility supply lines increased slightly based on concern with supply chain disruption and costs increasing. Communication and printing contracted services were reduced slightly. Outside services was kept sufficient for basic services such as plumbing, landscaping, window washing, and parking lot sealing. Utility budget lines have increased as costs for fuel, electricity, and water are going up. Materials and programming budgets were maintained for adult resources but reduced juvenile due to the use of private fund grant opportunities. Ms. Polott stated digital resources are very expensive and added funds to this line item as they are very popular media. Ms. Polott highlighted the new vinyl record collection on the second floor, stating that new shelving had been installed.

The capital expense line budget was reviewed next. Ms. Polott stated the capital expense budget was kept close to the Pro Forma amounts. She commented on some projects anticipated for 2026 included; heating coils on the roof, sandstone column work, and valve replacement for the HVAC system. She stated that transfers to the Capital Improvement and Maintenance Fund (CIMF) maybe increased later in 2026, in excess of the \$120,000 previously transferred.

Mr. Ban inquired, due to the economic climate, how would the library determine areas to be reduced if expenses exceed budget. Ms. Polott responded that it would in part depend on the time of year but reductions in programming and collection development would be potential areas. In addition, the library would seek more grant opportunities.

Ms. Polott next reviewed the Brewster Café Fund final budget. She highlighted that the Brewster Café is doing well and ended 2025 in the black. More patrons are utilizing the Café, and the library is looking into expanding food selections. The largest expense in the Cafe are salaries and supplies, and these budget lines were increased for wage increases and expanded Saturday hours on select weekends.

Mr. Ban suggested a sandwich board sign be placed outside the library entrance to advertise the Café. Ms. Polott stated that a sandwich board would be considered for purchased to further promote the Brewster Café.



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Ms. Pandelli presented the Capital Improvement and Maintenance Fund budget (CIMF). She stated that the final budget was significantly different than in 2025 due to a decrease on earnings on investments. She stated that a transfer of \$120,000 from the General Fund had already occurred but did anticipate another potential transfer of \$180,000 later in the year

The budget for outside services was increased by \$10,000 to cover professional costs associated with a roof repair/replacement and the capital improvement line was increased to \$500,000 to cover the first part of the roof replacement. Mr. Ban suggested considering a delay of the roof replacement in consideration of the increasing cost of petrol chemicals. Ms. Polott stated they will review further after the roof scan report is received.

Ms. Pandelli reviewed the Private Funds expenditure budget. This budget contains private dollars including carryover from prior years unspent donations. The revenues include permanent memorials which are endowments funds whose earnings have not been spent. She stated the Board expenses include the annual Board transfer of \$45,000 for programming and materials, staff coffee and Board expenses related to the Board election. Ms. Pandelli stated that as the monthly donations are approved they are added to the Private Funds budget. Earnings and donations budgeted amounts are only an estimate of what will be received.

Resolution #2026-012: Mr. Swedenborg stated the Finance Committee recommended approval and made the motion to approve the 2026 Final Appropriations for the General Fund, Private Funds, Capital Improvement & Maintenance Fund and the Brewster Café Fund as presented. Mr. Barnett seconded, and they were approved by a roll call vote (y - 8, n - 0).

Directors Report

Ms. Polott presented the Director's report and highlighted facility activities. She stated that Emery Electric had installed LED lights over the Circulation desk. New shelving had been installed on the first floor for the Parenting materials collection and on the second floor for the vinyl record collection. The patio as well as other concrete areas have been power washed.

Ms. Polott stated another institution has been added to our traveling collection, *Hudson Community Living* with thirty-two residents. Ms. Polott highlighted the popular *Archives on the Road* program has added another April event and the library will be adding more in-house and on the road programs. She highlighted library collaborations, with one upcoming with the Montessori Middle School to work in the Archives for their end of year local history project.



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Friends of the Hudson Library

Ms. Dorson stated the Friends have two new volunteers to contact and highlighted the upcoming Friends of the Hudson Library Luncheon on April 10th, 2026, to thank all of the volunteers.

Committee Reports:

Community Relations Committee:

Ms. Dorson stated she attended the Hudson Food Pantry and distributed literature and information on library services available.

Elections Committee

Mr. Rydquist, Elections Committee Chair, stated that the early voting for the Board of Trustee election will begin on April 6th and continue through April 24th. A discussion of the ballot casting process and the signatory requirements were summarized. Mr. Rydquist stated that he will coordinate voters in need of home delivery of ballots. Mr. Barnett stated that 2,000 ballots were delivered. Ms. Pandelli commented that ballot boxes have been purchased. Mr. Ban offered assistance with early voting. Ms. Mooney suggested a legal review of the early voting and homebound voting procedures. Mr. Rydquist stated the Ad Hoc Committee had reviewed the early voting procedure previously. Ms. Pandelli stated she would update the homebound ballot delivery process with more detail in the early voting procedure.

Other Business

A. Consider date change of May Board Meeting

Mr. Musnuff stated the currently scheduled May Board meeting falls on the Memorial Day holiday. He suggested Tuesday May 26th as an alternate meeting date. He inquired of Board availability and Mr. Rydquist stated he would not be able to participate on May 26th.

Resolution #2026-013: Mr. Swedenborg made the motion to move the May Board meeting to May 26th, 2026. Mr. Ban seconded, and it was approved by a roll call vote (y - 7, abstained-1, n - 0).

Mr. Swedenborg gave an update on the activities of the Political Action Committee (PAC) in support of the upcoming library levy. He presented and distributed levy Tip cards and stated that library levy signs have been received.

Mr. Ban inquired about the new library website. Ms. Polott stated that the new website will be unveiled in May.



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Adjournment

Meeting adjourned at 8:09 pm.

Respectively Submitted,

Mr. Basil Musnuff, President
Board of Trustees

Ms. Marie Turkovich, Board Secretary
Board of Trustees