

Friends of the Ontario Community Library, Inc

(Established as Friends of the Malheur County Public Library, Inc 03/11/1987)

Meeting Minutes – Board Meeting

Date: February 5, 2026

Meeting was called to order at 1PM by Christina Paulsen, President.

Meeting Attendees:

Christina Paulsen, President
Mary Christensen, Vice President
Lisa Reeser, Secretary
Sheryl Yano, Treasurer
Diana Yano, Member at Large
Linda Erlebach, Member at Large
Cindy Vincent, Member at Large
Darlyne Johnson, Library Representative

Guests: None

Agenda

The agenda for this meeting was published January 29, 2026. Sheryl Yano made a motion to adopt the current agenda; Paula Roberts seconded the motion. All present voted in favor; the agenda was adopted.

Minutes

Draft meeting minutes from November 13, 2025, were emailed to all who were present at the meeting. Christina Paulsen made a motion to add an addendum to the November 13th meeting minutes, recording the 1st Security Bank meeting from November 17th, 2025, where Sheryl Yano, Paula Roberts, Christina Paulsen and Lisa Reeser opened a nonprofit business checking account and a 6-month CD with Stowe Foundation funds. Sheryl Yano seconded the motion; all present voted in favor. Sheryl Yano made the motion to approve the amended meeting minutes from November 13th, 2025. Paula Roberts seconded the motion. All present voted in favor; the minutes were approved.

Financial Update

- Overall Finance Balances
 - Sheryl Yano presented the Treasurer's Report, showing balances for Rogue Credit Union business savings account, business ownership account, a 6-month CD and 3 12-month CD's, and a business money market account. The only expense was for the holiday gift bags for the library staff. The financial report also showed balances for the 1st Security Bank business money market account, business checking account and a 6-month CD.
- Barker Account Status
 - This is included in Sheryl's financial report; the balance is \$1,810.32.

Old Business

- Update of Stowe Endowment Account
 - The Trust Corpus will remain intact per the by-laws, 20% of the earnings will be put back into the account. There will be no co-mingling of funds between the Stowe Endowment Account and other Friends of the Library monies.
 - Bruce Peterson, CPA, has committed to helping the Friends of the Library Board by being the lead member of the Stowe Endowment Fund Committee and helping to provide guidance and direction per bylaws.
- Stowe Endowment Fund Committee
 - So far, Bruce Peterson and Riley Hill have committed to being a part of the Stowe Endowment Fund Committee. Ron Haidle has been asked, but it has not been confirmed as of this meeting.
 - We will need assistance from Bruce Peterson regarding taxes for 2025 since we closed a few investment accounts. Christina Paulsen will reach out to Bruce to see what he needs from us.
- Stowe Endowment Fund 2026 Donation to Library
 - Darlyne Johnson currently has \$25,000 in the budget from the Friends of the Library that has not been spent. If the board doesn't donate money this year from the earnings of the Stowe Endowment Fund, Darlyne said she would have enough money. The suggestion is that we wait to donate money to the library until we determine and establish goals with the Endowment Fund Committee, determine how to best outline the 80/20 split, determine 2025 tax responsibilities, and establish how/when to best draw from Stowe CD's without penalty.
 - For future discussions, should we donate a set amount to the library at the same time each year? Would that be more helpful to Darlyne knowing how much will be given?
 - When the board is ready to donate money, is there a way to support other local places through the library? Malheur County supports the library, \$10,000 per year in order to provide services for people not only in the 8C School District boundary line, but throughout the county. If this money goes away, the Friends of the Library could look at supporting this.
- 2025 Membership Drive
 - Paula Roberts has updated the membership drive list, and she would like us to review the list. 26 people have returned their card with a donation. That is 68% of the list, we can do better! Paula Roberts will continually work on updating the list. She also writes thank yous to everyone who donates, thank you Paula!
 - Something to keep in mind for a future Friends of the Library event is a member night at the library. Everyone who is currently a member is invited for a little activity and is encouraged to bring a friend.
- Friends of the Library Records/Supply Organization
 - THANK YOU to the people involved in organizing the materials and records in the basement. We have an allocated space with shelving that now holds all the Friends of the Library resources and books. Sheryl Yano, Diana Yano, and Paula Roberts helped to clean up and organize the area.

- There was quite a collection of American girl doll keepsakes that Paula Roberts has at her house from the space in the library basement. There was discussion of what we should do with it, should we Facebook marketplace it or sell it on eBay? Paula Roberts will look into selling them all, she will reach out if she needs help.
- There are still quite a few boxes of used books down in the basement, Paula Roberts brought up totes of used children's books to the library foyer for people to take and most of them have been taken.
- Friends of the Library Email and Facebook Accounts
 - Christina Paulsen is going to discuss transferring the Facebook and email accounts out of her name to Doreen Jones temporarily until another Friends member takes it over. Darlyne Johnson said she will let Christina know when or if Doreen is ready, hopefully she will house the information until someone else takes it on.
- Holiday Gift Bags
 - The library staff loved the holiday gift bags and said a big thank you! Sheryl Yano has a thank you note from them. It was agreed that we should do that in future years.

New Business

- Christina Paulsen is stepping down as president of Friends of the Library and leaving the group altogether after the March 5th, 2026, meeting and we will need to find a new president for Friends of the Library. The board, including the new members, should take some time to consider moving into the role of president. Christina's suggestion is that if no one is willing to take it on now, the board should take turns running the meetings until someone commits to the president position. Reach out to Christina if you have questions about what it involves. She suggests keeping communication and task management at the forefront of this position. Part of the President's responsibility includes developing and helping to maintain a cohesive, functional and transparent team.
- Christina Paulsen made a motion to formally recognize the new members at large: Cindy Vincent, Linda Erlebach, Diana Yano and Extended Member at Large: Tori Wilson. Sheryl Yano seconded the motion; all present voted in favor.
- Christina Paulsen made a motion that our members at large have voting rights. Paula Roberts seconded motion; all present voted in favor.
- Christina Paulsen made a motion to formally recognize the new Endowment Fund Committee members who will be working in collaboration with the Friends of the Library Executive Board. As of today, Bruce Peterson and Riley Hill have committed. Sheryl Yano seconded the motion; all present voted in favor.
- Upcoming Library Events
 - It was suggested to purchase more dual language books for book handouts like Global Village, Trunk or Treat night, etc. (Spanish and English together)
 - No help needed for Valentines Day events at the library
 - The Local Author Night is scheduled for April 23rd, 2026, which is during National Library Week. Someone has volunteered to provide a Kids Corner so people can bring their children.
 - We will do the Stuffy Night on March 12th and 13th. The event will be held from 4pm-5pm on Thursday, March 12th. Kids will be able to decorate shoe boxes for

- the stuffy's bed, take a picture with them and then say good night! Pickup will be on Friday, March 13th from 11am-1pm from library staff. Diana Yano volunteered to take pictures and get them printed before pickup. Paula Roberts agreed to take the lead on this and will be assigning tasks.
- Friends of the Ontario Community Library, Inc renewed out Domestic Nonprofit Corporation status, and a \$50 check was given to Darlyne Johnson to send to the state on our behalf.

The next meeting is on March 5th at 1:00PM at the Ontario Community Library.

Christina Paulsen made a motion to adjourn the meeting; Linda Erlebach seconded the motion. All present voted in favor.

Adjournment: 2:28 PM

Respectably submitted,

Lisa Reeser
Friends of the Library Secretary