

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: March 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
Darlyne Johnson, Library Representative

Guests: Riley Hill, Bruce Peterson

Agenda

The agenda for this meeting was published February 26, 2026. Mary Christensen made a motion to adopt the current agenda; Linda Erlebach seconded the motion. All present voted in favor; the agenda was adopted.

Minutes

Draft meeting minutes from February 5, 2026 meeting were emailed to all who were present at the meeting. Sheryl Yano made the motion to approve the meeting minutes from February 5, 2026. Christina Paulsen seconded the motion. All present voted in favor; the minutes were approved.

Financial Update

- Overall Finance Balances
 - Sheryl Yano presented the Treasurer's Report, outlining all the Friends of the Library accounts. Rogue Credit Union accounts include business money market, business savings, business ownership, a business 6-month and 12-month CD, and two business 12-month CDs (STOWE money) that do not deposit interest in the ownership account. The 1st Security Bank accounts include a business money market, business checking and a 6-month CD, all Stowe Endowment Funds.
- Barker Account Status
 - This is included in Sheryl's financial report; the balance is \$1,810.32.

Old Business

- 2025 Membership Drive
 - Paula Roberts updated the membership drive list; there is over 70% participation in the membership drive. The next drive will begin in October 2026.

- Friends of the Library Supplies
 - Paula Roberts sold the American Girl Doll board game for \$15. She will get the money and receipts to Sheryl Yano. She will update us about the dolls at the next meeting.
- Friends of the Library Email and Facebook Accounts
 - Christina Paulsen made a motion to terminate the Friends of the Library Facebook account. Mary Christensen seconded the motion, and all members voted in favor. We will keep the email account for now; the backup email address has been changed to the library email account.
- Resignation of FoL President
 - Christina Paulsen is officially resigning as of this meeting. We will need a board volunteer to write up the April meeting agenda and facilitate the next FoL board meeting on April 2nd at 1:00pm. The board decided Mary Christensen is the best choice since she is the Vice President. The Presidents working notebook will be left in the FoL record box held in our designated basement storage area. The person facilitating the meeting will need to send the agenda out the week before the meeting date.
 - Sheryl Yano made a motion to have each of the FoL board members and members at large facilitate a meeting until October 2026. At that time, we will hold elections. Linda Erlebach seconded the motion, all present members voted in favor.
 - THANK YOU FOR ALL OF YOUR HARD WORK CHRISTINA!!

New Business

- Christina Paulsen made a motion to formally recognize the new Endowment Fund Committee member, Ron Haidle, who will be working in collaboration with the Friends of the Library Executive Board. Sheryl Yano seconded the motion; all present voted in favor.
- All prior year's tax records received from Darlene Johnson on February 23, 2026, and all available Stowe reconciliation records have been shared with Endowment Fund Committee lead, Bruce Peterson (Christina Paulsen delivered them to his office on February 24, 2026).
- The Endowment Fund Committee, consisting of Bruce Peterson, Riley Hill and Ron Haidle, has been asked to:
 - File any required state/federal taxes on behalf of the FoL
 - Help to assess and maintain care of Stowe Endowment Fund trust corpus
 - Help to ensure there is no comingling of Stowe trust monies & FoL working accounts
 - Help to determine Stowe 80/20 split per bylaws
 - Help develop a plan for prudent/timely withdrawals from Stowe accounts to avoid early withdrawal penalties
 - Provide guidance for withdrawal of Stowe monies for annual donation to the library. Bylaws do not require an annual donation, but once we have everything in place, it should be possible for FoL to make a sustainable regularly scheduled annual donation of Stowe monies to the library.

- Work in close collaboration, communication and cooperation with the FoL Executive Board
- On a monthly basis, Bruce Peterson requests to be emailed:
 - A copy of the monthly bank statement and monthly treasurer reports (Treasurer's responsibility)
 - Email reminders of the FoL board meetings (President's responsibility)
 - FoL meeting minutes/relevant notes (Secretary's responsibility)
- On February 19th, 2026, Christina Paulsen emailed all Executive Board Members, Members & extended Member at Large, and Endowment Fund Committee Members (Bruce Peterson & Ron Haidle) the following:
 - Friends of the Library & Endowment Fund Committee Bylaws
 - All available records to date documenting Stowe Endowment donations to the Ontario Community Library
 - Documentation of E*TRADE final account closure (Stowe monies)
 - 25-26 updated contact list
- Linda Erlebach, Sheryl Yano and Darlene Johnson will pick a time to meet at the Four Rivers Cultural Center gift shop to purchase local books for the library out of the Barker Fund account.
- Upcoming Library Events
 - The Local Author Night is scheduled for April 23rd, 2026, which is during National Library Week. Janet Morrison has volunteered to provide a Kids Corner so people can bring their children.
 - Stuffy Night is on March 12th. Paula Roberts is organizing the event, Diana Yano will be in charge of pictures and a background. All other responsibilities have been outlined via email.
 - June Global Village Booth – we need to appoint a point person for this event to coordinate times and books.

The next meeting is on April 2nd at 1:00PM at the Ontario Community Library.

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

Adjournment: 2:28 PM

Respectably submitted,

Lisa Reeser
Friends of the Library Secretary