

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: October 9th, 2025

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
Darlyne Johnson, Library Representative

Guests: None

Agenda

The agenda for this meeting was published September 26, 2025. Christina Paulsen made a motion to adopt the current agenda; Sheryl Yano seconded the motion. All present voted in favor; the agenda was adopted.

Minutes

Draft meeting minutes from September 4, 2025 were emailed to all who were present at the meeting. Christina Paulsen made a motion to adopt the September 4, 2025 meeting minutes, Lisa Reeser seconded the motion. All present voted in favor; the minutes were adopted.

Draft virtual meeting minutes from October 3rd, 2025 were presented to all who were present at the meeting. Lisa Reeser made a motion to adopt the October 3rd, 2025 meeting minutes, Sheryl Yano seconded the motion. All present voted in favor; the minutes were adopted.

Financial Update

- Overall Finance Balances
 - Sheryl Yano presented the Treasurer's Report, which outlined the account totals at Rogue Credit Union and 1st Security Bank and showed that the E*Trade Stowe Endowment Fund has been closed, and the closing balance has been deposited into the 1st Security Business Money Market account. Lisa Reeser made a motion to approve the treasurer's report; Christina Paulsen seconded the motion. All present voted in favor.
 - Sheryl Yano informed the board if we donate \$10 to support the Children's Hospital through Rogue Credit Union, we will be able to transfer \$300 out of our money market account and put it into the ownership account which will gain more interest. Sheryl Yano made a motion to approve this donation; Mary Christiansen seconded the motion and all present voted in favor.

Old Business

- Update of Stowe Endowment Account
 - Christina Paulsen, Sheryl Yano, Mary Christensen, Darlene Johnson, Keri Iseri and Tom Butler met at the Ontario Library on September 5th, 2025 and closed the E*Trade Morgan Stanley accounts, along with the treasury bill accounts. The closing balance was wire transferred to 1st Security Bank in Ontario, Oregon on September 8th, 2025, into the Business Money Market Stowe Endowment Fund account. There were 2 outstanding checks that have since been sent to the Ontario Library, the amounts are \$1,472.60 and \$711.26. Mary Christensen made a motion to deposit the two checks into the 1st Security Stowe Endowment Fund account. Sheryl Yano seconded the motion; all present voted in favor.
 - The October 3rd virtual meeting vote allows Sheryl Yano and Lisa Reeser to move \$642,645.49 from the 1st Security bank account to two new CD's at Rogue Credit Union. These two CD's and their earnings will be Stowe Endowment monies, and they are not to be co-mingled with any other current funds held by the Ontario Friends of the Library at Rogue Credit Union.
 - The Trust Corpus will remain intact per the by-laws, 20% of the earnings will be put back into the account.
- Stowe Endowment Fund Committee
 - The search is still on for the Stowe Endowment Fund committee members. Christina Paulsen has been in touch with Bruce Peterson, a local CPA, and asked if he could meet with the members of the Friends of the Library Board to learn about what we are looking for. Christina Paulsen will touch base with Mr. Peterson, relaying the dates that the board is available. She will get back to us with what works for him.
 - The board suggested other local community member names to join the committee, Christina Paulsen will reach out to them once we have a plan in place.
- Annual donations made to the Ontario Community Library
 - Darlene Johnson presented the board with paperwork from auditors over the last several years showing donations from the Friends of the Library to the Ontario Community Library. Her records show: \$10,000 (2018), \$10,000 (2020), \$10,000 (2021), \$2,705.05 (2022), \$5,000 (2024), \$8,000 (2025). The Friends of the Library records show: \$10,000 (2017), \$10,000 (2018), \$10,000 (2019), \$10,000 (2020), \$10,000 (2022), \$8,000 (2025).
- Organization of the Friends of the Library records
 - Christina Paulsen is still working through all the records and organizing them as she goes. There is a spot in the basement of the library for them to go once completed.
- Story Time Book Recap
 - Story Time for the kindergarteners at Four Rivers Cultural Center was a success and they were thankful for the Friends of the Library contribution. There were 5 books returned to us that were not given out.

New Business

- NAEIR
 - Sheryl Yano has applied to NAEIR which provides books, school supplies, office supplies, etc. to non--profit organizations at a discounted cost. The Friends of the Library was accepted and Sheryl Yano has the username and password. Her and

Darlyne Johnson will be the two users on the account. The first year is free and the second year is \$49.00, depending on how much you spend through the account. The goods purchased can only be used for the care of the ill, needy or minors. Sheryl Yano will maintain a record of everything purchased through the site and what we are doing with it. Christina Paulsen made a motion to accept the terms of NAEIR and that Darlyne Johnson and Sheryl Yano will be the main users on the account. Mary Christensen seconded the motion; all present voted in favor.

- New Membership Board Member
 - Christina Paulsen made a motion to accept the resignation of board member Pamela Helfrich as of October 1st, 2025. Lisa Reeser seconded the motion, all present voted in favor.
 - Christina Paulsen made a motion to accept Paula Roberts as membership chair of the Friends of the Library Board as of October 1st, 2025. Sheryl Yano seconded the motion; all present voted in favor.
- Member at Large suggestions
 - The board made a list of possible names for a new member(s) at large. Lisa Reeser will draft a letter letting each of them know they have been identified as a possible candidate and ask for a response if they are interested in joining.
- Upcoming Library Events
 - Stuffy Night – suggestions were made to do this during Spring Break in the spring.
 - Fall Author’s Night – postponed until April 9th during National Library Week.
 - Trunk or Treat at the Cultural Center on 10/31/25 from 5pm-7pm – Mary Christensen and Sheryl Yano will gather the books from Darlyne Johnson and use Mary’s car for the trunk or treat.
- 2025 Membership Drive
 - Pamela Helfrich sent the membership drive information, and some have been returned so far.

Next meeting is on November 13th at 1:00PM at the Ontario Community Library.

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

Adjournment: 2:11 PM

Respectably submitted,

Lisa Reeser
Friends of the Library Secretary