

**WARREN COUNTY LIBRARY COMMISSION
REGULAR MEETING AGENDA**

**Tuesday, November 25, 2025 – 5:30 p.m.
Richard D. Gardner Branch**

DRAFT

1. Call to Order by Chairperson

2. Roll Call:

Ms. Gerkhardt, __; Ms. Kanyuck, __; Ms. Koop, ____;
Ms. Pasquarelli, __; Ms. Thomas, __;

3. Pledge of Allegiance

4. Open Public Meetings Act (Open Public Meetings Act, Chapter 231, P.L. 1975)

- a. Adequate notice of this meeting was given in accordance with the open public meetings act by forwarding a schedule of regular meetings of the Warren County Library Commission to the Warren County Clerk, the Star-Ledger and Daily Record and by posting a copy thereof on the bulletin board in the office of the Board of County Commissioners, and the office of the Warren County Clerk. Formal action may be taken by the Warren County Library Commissioners at this meeting. Public participation is encouraged. In order to assure full public participation, those individuals with disabilities who wish to attend the meeting should submit any requests for special accommodation one week in advance.

5. Approval of Minutes

- a. October 28, 2025 Regular Meeting Minutes

Recorded Vote: Ms. Gerkhardt, __; Ms. Kanyuck, __; Ms. Koop, ____; Ms. Pasquarelli, __;
Ms. Thomas, __

6. Financial Resolutions

- a. Resolution to pay bills (2025-F-10)

Recorded Vote: Ms. Gerkhardt, __; Ms. Kanyuck, __; Ms. Koop, ____; Ms. Pasquarelli, __;
Ms. Thomas, __

7. Communications

8. Public Comments – Agenda Items Only

9. Old Business
 - a. Library Commission By-Laws – Status
10. New Business
11. Resolutions
 - a. Resolution to set the date for Reorganization Meeting (2025-06)
 - b. Resolution to adopt the 2026 Operating Budget (2025-07)
 - c. Resolution to adopt an Accessibility Policy (2025-08)
12. Reports and Comments
 - a. Library Director
13. Commissioner Comments
14. Closing Public Comments
15. Executive Session
 - a. A resolution authorizing Executive Session of the Warren County Library Commission providing for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12.
16. Adjournment

NOTICE: This Agenda is subject to change by order of the Warren County Library Commission before, and/or during the scheduled meeting.

The next regular meeting is scheduled for January ____, 2026 at 5:30 p.m.
at the Richard D. Gardner Branch.
Virtual links to view meetings are posted on the Library Calendar.

THE WARREN COUNTY LIBRARY COMMISSION

Warren County Library
2 Shotwell Drive
Belvidere, NJ 07823

DRAFT

RESOLUTION

2025-06

On a motion by _____, seconded by _____, the following resolution was adopted by the Warren County Library Commission at a meeting held November 25, 2025.

RESOLUTION ESTABLISHING THE ANNUAL REORGANIZATION MEEETING

WHEREAS, the Warren County Library Commission wishes to establish the time, date, and place for its reorganization Meeting.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Library Commission, the date: _____, time: _____, and place: _____ is set for the Warren County Library Reorganization Meeting.

Recorded Vote: Ms. Gerhardt, __; Ms. Kanyuck, __; Ms. Koop, __;

Ms. Pasquarelli, __; Ms. Thomas, __

I hereby certify the above to be a true copy of a resolution adopted by the Warren County Library Commission on the date above mentioned.

Deborah Pasquarelli, Recording Secretary

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THE WARREN COUNTY LIBRARY COMMISSION

Warren County Library
2 Shotwell Drive
Belvidere, NJ 07823

DRAFT

RESOLUTION

2025-07

On a motion by _____, seconded by _____, the following resolution was adopted by the Warren County Library Commission at a meeting held November 25, 2025.

**RESOLUTION ADOPTING THE 2026 OPERATING BUDGET FOR
THE WARREN COUNT LIBRARY**

WHEREAS, the Warren County Library Commission has considered the budget requirements for providing library services to the eighteen member municipalities it serves;

NOW, THEREFORE, BE IT RESOLVED that the Warren County Library Commission adopts an operating budget of \$4,440,250;

AND REQUESTS that the Warren County Board of Commissioners accept this operating budget.

Recorded Vote: Ms. Gerkhardt, __; Ms. Kanyuck, __; Ms. Koop, __;

Ms. Pasquarelli, __; Ms. Thomas, __

I hereby certify the above to be a true copy of a resolution adopted by the Warren County Library Commission on the date above mentioned.

Deborah Pasquarelli, Recording Secretary

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THE WARREN COUNTY LIBRARY COMMISSION

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2 Shotwell Drive
Belvidere, NJ 07823

DRAFT

RESOLUTION

2025-08

On a motion by _____, seconded by _____, the following resolution was adopted by the Warren County Library Commission at a meeting held November 25, 2025.

RESOLUTION ADOPTING THE WARREN COUNTY LIBRARY ACCESSIBILITY POLICY

WHEREAS, the Warren County Library strives to ensure everyone is welcome; and

WHEREAS, the Warren County Library strives to provide access to information, services, and programs for members of the public with disabilities;

NOW, THEREFORE, BE IT RESOLVED by the Warren County Library Commission, the Warren County Library Accessibility Policy is adopted.

Recorded Vote: Ms. Gerkhardt, __; Ms. Kanyuck, __; Ms. Koop, __;

Ms. Pasquarelli, __; Ms. Thomas, __

I hereby certify the above to be a true copy of a resolution adopted by the Warren County Library Commission on the date above mentioned.

Deborah Pasquarelli, Recording Secretary

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