

MINUTES

Warren County Library Commission
REORGANIZATION MEETING

JANUARY 02, 2025

The Warren County Library Commission met for a Reorganization Meeting at the Richard D. Gardner Branch, 2 Shotwell Drive, Belvidere, New Jersey on January 02, 2025, at 5:30 p.m.

The meeting was called to order by Assistant Director Jill Butcher and upon roll call, the following members were present: Cathleen Gerhardt, Ruth Kanyuck, Deborah Pasquarelli, and Elizabeth Thomas. There were approximately 12 attendees in person, and 6 attendees via zoom.

After leading the flag salute, Ms. Butcher confirmed that notice of this meeting was in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.

OATH of OFFICE

The Oath of Office for Ruth Kanyuck and Deborah Pasquarelli, Warren County Library Commission Members, was administered by Holly Mackey, Warren County Clerk.

ROLL CALL

Roll Call: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes; Ms. Pasquarelli, Yes; Ms. Thomas, Yes

ELECTION OF OFFICERS

On a motion of Ms. Gerhardt, seconded by Ms. Pasquarelli, the Warren County Library Commission appointed Ms. Thomas Chairperson for 2025.

Recorded Vote: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes; Ms. Pasquarelli, Yes; Ms. Thomas, Yes

On a motion of Ms. Thomas, seconded by Ms. Pasquarelli, the Warren County Library Commission appointed Ms. Gerhardt Vice-Chairperson for 2025.

Recorded Vote: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes; Ms. Pasquarelli, Yes; Ms. Thomas, Yes

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On a motion of Ms. Thomas, seconded by Ms. Gerhardt, the Warren County Library Commission appointed Ms. Pasquarelli Recording Secretary for 2025.

Recorded Vote: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes; Ms. Pasquarelli, Yes; Ms. Thomas, Yes

(Newly Elected Commission Chairperson took over meeting at this point.)

FINANCIAL RESOLUTION

RESOLUTION 2025-F-01

On motion of Ms. Thomas, seconded by Ms. Gerhardt, the Resolution to pay bills in the amount of \$89,055.85 was approved.

Recorded Vote: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes; Ms. Pasquarelli, Yes; Ms. Thomas, Yes

RESOLUTIONS

RESOLUTION 2025-03

On a motion of Ms. Pasquarelli, seconded by Ms. Gerhardt, the Warren County Library Commission appointed Bell, Shivas, Bell, P.C. as Legal Counsel for 2025.

Recorded Vote: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes; Ms. Pasquarelli, Yes; Ms. Thomas, Yes

RESOLUTION 2025-02

On a motion by Ms. Pasquarelli, seconded by Ms. Gerhardt, a resolution to set the dates for the Regular Meetings of the Warren County Library Commission 2025 on the fourth Tuesday of each month January through October with the exception of July, August, and December when no meetings are held; and November which is held the third Tuesday. Dates are as follows: 1/28; 2/25; 3/25; 4/22; 5/27; 6/24; 9/23; 10/28; 11/18

Recorded Vote: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes; Ms. Pasquarelli, Yes; Ms. Thomas, Yes

CLOSING PUBLIC COMMENTS

Sylvia Zika, from Blirstown Township, stated she wanted the public record to show she was protesting the meeting because it is in violation of the Sunshine Law.

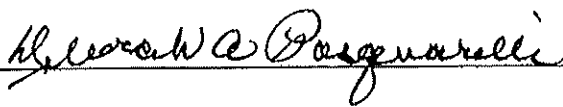
Bill Kanyuck, from Greenwich Township, asked if we participated in the FCC e-rate program.

A woman who did not state her name asked what kind of affiliation we had with the ALA.

ADJOURNMENT

On motion of Ms. Pasquarelli, seconded by Ms. Thomas, and there being no further business before the board, the meeting was adjourned at 5:55 p.m.

I hereby certify the above to be a true copy of the Warren County Library Commission minutes of 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

RESOLUTION

2025-01

On a motion by Ms. Gerhardt, seconded by Ms. Pasquarelli, the following resolution was adopted by the Warren County Library Commission at the Reorganization Meeting held January 2, 2025.

RESOLUTION TO APPOINT THE CHAIRPERSON FOR THE YEAR 2025

WHEREAS, the Warren County Library Commission appoints a Chairperson each year at the Reorganization Meeting.

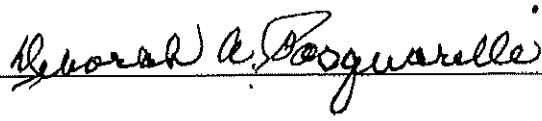
WHEREAS, this appointee will hold the position for the year 2025.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Library Commission, that Elizabeth Thomas is appointed Chairperson of the Warren County Library Commission, for the year of 2025.

Poll: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes;
Ms. Pasquarelli, Yes; Ms. Thomas, Yes

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

RESOLUTION

2025-02

On a motion by Ms. Pasquarelli, seconded by Ms. Gerhardt, the following resolution was adopted by the Warren County Library Commission at the Reorganization Meeting held January 2, 2025.

**RESOLUTION TO SCHEDULE OF REGULAR MEETINGS OF
THE WARREN COUNTY LIBRARY COMMISSION FOR THE YEAR 2025**

WHEREAS, the Warren County Library Commission meets for their regular meetings on the fourth Tuesday of each month January through October, with the exception of July, August and December when no meetings are held; and November which is held the third Tuesday.

Pursuant to the provisions of N.J.S.A. 10:4-18, the Open Public Meetings Act, the following is a Schedule of Regular Meetings of the Warren County Library Commissioners for the year 2025. All regular meetings shall be held at 5:30 pm in the Richard D Gardner Branch Meeting Room on the 2nd floor, 2 Shotwell Drive, Belvidere, New Jersey on:

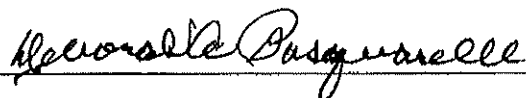
January	28 th	June	24 th
February	25 th	September	23 rd
March	25 th	October	28 th
April	22 nd	November	18 th
May	27 th		

NOW, THEREFORE, BE IT RESOLVED by the Warren County Library Commission, that the above dates are set for the Regular Meeting schedule of the Warren County Library Commission, for the year of 2025.

Poll: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes;

Ms. Pasquarelli, Yes; Ms. Thomas, Yes

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

RESOLUTION

2025-03

On a motion by Ms. Pasquarelli, seconded by Ms. Gerhardt, the following resolution was adopted by the Warren County Library Commission at the Reorganization Meeting held January 2, 2025.

RESOLUTION TO APPOINT LEGAL COUNSEL FOR THE YEAR 2025


WHEREAS, the Warren County Library Commission has determined it is in the best interest of the Library and Commission, and necessary to the efficient operation of said Library and Commission to appoint a qualified attorney to provide legal services;

NOW, THEREFORE, BE IT RESOLVED by the Warren County Library Commission, that Bell, Shivas & Bell, P.C. is appointed Legal Counsel of the Warren County Library Commission.

BE IT FURTHER RESOLVED that the term for said appointment shall run from January 1, 2025, through December 31, 2025, at the rate of \$ 190.00 per hour for attorneys and \$ 130.00 per hour for paralegals.

Poll: Ms. Gerhardt, Yes; Ms. Kanyuck, Yes;
Ms. Pasquarelli, Yes; Ms. Thomas, Yes

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