

MINUTES  
Warren County Library Commission  
REORGANIZATION MEETING

JANUARY 06, 2026

The Warren County Library Commission met for a Reorganization Meeting at the Richard D. Gardner Branch, 2 Shotwell Drive, Belvidere, New Jersey on January 06, 2026, at 5:30 p.m.

The meeting was called to order by Director Jill Butcher and upon roll call, the following members were present: Cathleen Gerhardt, Deborah Pasquarelli, Tammy Koop and Elizabeth Thomas. There were approximately 6 attendees in person, and 7 attendees via Zoom.

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

ROLL CALL

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

ELECTION OF OFFICERS

On a motion of Ms. Thomas, seconded by Ms. Koop, the Warren County Library Commission appointed Ms. Pasquarelli as Chairperson for 2026. (Resolution 2026-01)

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

On a motion by Ms. Gerhardt, seconded by Ms. Koop, the Warren County Library Commission appointed Ms. Thomas Vice-Chairperson for 2026.

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

CLOSING PUBLIC COMMENTS

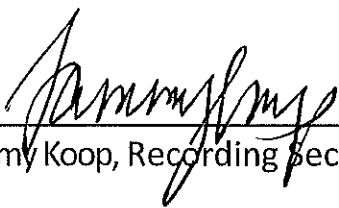
Teresa Esposito, from Washington Township, asked for confirmation on the meeting dates for 2026.

ADJOURNMENT

On a motion by Ms. Thomas, seconded by Ms. Koop, and there being no further business before the board, the meeting was adjourned at 5:41 p.m.

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

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



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Tammy Koop, Recording Secretary

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**THE WARREN COUNTY LIBRARY COMMISSION**

Warren County Library  
2 Shotwell Drive  
Belvidere, NJ 07823

**RESOLUTION**

**2026-01**

On a motion by Ms. Thomas, seconded by Ms. Koop, the following resolution was adopted by the Warren County Library Commission at the Reorganization Meeting held January 6, 2026.

**RESOLUTION TO APPOINT THE CHAIRPERSON FOR THE YEAR 2026**

**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 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Warren County Library Commission, that Deborah Pasquarelli is appointed Chairperson of the Warren County Library Commission, for the year of 2026.

**Poll:** Ms. Gerhardt, Yes; Ms. Koop, 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.

[ ] 

Recording Secretary  
Tammy Koop

**THE WARREN COUNTY LIBRARY COMMISSION**

Warren County Library  
2 Shotwell Drive  
Belvidere, NJ 07823

**RESOLUTION**

**2026-02**

On a motion by Ms. Thomas, seconded by Ms. Koop, the following resolution was adopted by the Warren County Library Commission at the Reorganization Meeting held January 6, 2026.

**RESOLUTION TO SCHEDULE OF REGULAR MEETINGS OF  
THE WARREN COUNTY LIBRARY COMMISSION FOR THE YEAR 2026**

**WHEREAS**, the Warren County Library Commission will meet for their regular meetings on the fourth Tuesday of each month January through November, with the exception of July, August and December when no meetings are held.

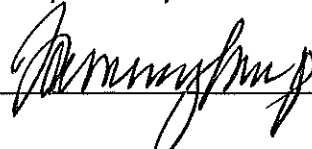
*Pursuant to the provisions of N.J.S.A. 10:4-18, the Open Public Meetings Act, the following is a Schedule of Regular Meetings of the Warren County Library Commissioners for the year 2026. All regular meetings shall be held at 5:30 pm in the Richard D Gardner Branch Meeting Room on the 2<sup>nd</sup> floor, 2 Shotwell Drive, Belvidere, New Jersey on:*

January	27 <sup>th</sup>	June	23 <sup>th</sup>
February	24 <sup>th</sup>	September	22 <sup>nd</sup>
March	24 <sup>th</sup>	October	27 <sup>th</sup>
April	28 <sup>nd</sup>	November	24 <sup>th</sup>
May	26 <sup>th</sup>		

**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 2026.

**Poll:** Ms. Gerhardt, Yes; Ms. Koop, 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.

  
\_\_\_\_\_, Recording Secretary  
Tammy Koop

**THE WARREN COUNTY LIBRARY COMMISSION**

Warren County Library  
2 Shotwell Drive  
Belvidere, NJ 07823

**RESOLUTION**

**2026-03**

On a motion by Ms. Thomas \_\_\_\_\_, seconded by Ms. Koop \_\_\_\_\_, the following resolution was adopted by the Warren County Library Commission at the Reorganization Meeting held January 6, 2026.

**RESOLUTION TO APPOINT LEGAL COUNSEL FOR THE YEAR 2026**


**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, PC \_\_\_\_\_ 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, 2026, through December 31, 2026, at the rate of \$ 195.00 \_\_\_\_\_ per hour for attorneys and \$ 130.00 \_\_\_\_\_ per hour for paralegals.

**Poll:** Ms. Gerhardt, Yes \_\_\_\_\_; Ms. Koop, 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.

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Recording Secretary  
Tammy Koop