

**WARREN COUNTY LIBRARY COMMISSION  
REORGANIZATION MEETING AGENDA  
Tuesday, January 06, 2026 – 5:30 p.m.  
Richard D. Gardner Branch**

1. Call to Order- Library Director
2. Pledge of Allegiance
3. 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.

4. Roll Call            Ms. Gerhardt, \_\_\_\_\_; Ms. Koop, \_\_\_\_\_;  
                                 Ms. Pasquarelli, \_\_\_\_\_; Ms. Thomas, \_\_\_\_\_

5. Election of Officers
  - a. Entertain a motion for the appointment of Chairperson for 2026
    - i. Resolution to appoint Chairperson (2026-01)

**Poll:**                    Ms. Gerhardt, \_\_\_\_\_; Ms. Koop, \_\_\_\_\_;  
                                 Ms. Pasquarelli, \_\_\_\_\_; Ms. Thomas, \_\_\_\_\_

b. Entertain a motion for the appointment of Vice Chairperson for 2026

**Poll:** Ms. Gerhardt, \_\_\_\_\_; Ms. Koop, \_\_\_\_\_;  
Ms. Pasquarelli, \_\_\_\_\_; Ms. Thomas, \_\_\_\_\_

c. Entertain a motion for the appointment of Recording Secretary for 2026

**Poll:** Ms. Gerhardt, \_\_\_\_\_; Ms. Koop, \_\_\_\_\_;  
Ms. Pasquarelli, \_\_\_\_\_; Ms. Thomas, \_\_\_\_\_

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

6. Financial Resolutions

a. Resolution to pay bills (2026-F-01)

**Poll:** Ms. Gerhardt, \_\_\_\_\_; Ms. Koop, \_\_\_\_\_;  
Ms. Pasquarelli, \_\_\_\_\_; Ms. Thomas, \_\_\_\_\_

7. Resolutions

a. Resolution to schedule Regular meetings of The Warren County Library Commission for 2026 (2026-02)

**Poll:** Ms. Gerhardt, \_\_\_\_\_; Ms. Koop, \_\_\_\_\_;  
Ms. Pasquarelli, \_\_\_\_\_; Ms. Thomas, \_\_\_\_\_

b. Resolution to appoint Legal Counsel for 2026 (2026-03)

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

Ms. Pasquarelli, \_\_\_\_\_; Ms. Thomas, \_\_\_\_\_

8. Public Comments

9. Commissioner Comments

10. 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 watch meetings are posted on the Library Calendar.

**THE WARREN COUNTY LIBRARY COMMISSION**

Warren County Library  
2 Shotwell Drive  
Belvidere, NJ 07823

**DRAFT**

**RESOLUTION**

**2026-01**

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, 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 \_\_\_\_\_ is appointed Chairperson of the Warren County Library Commission, for the year of 2026.

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

\_\_\_\_\_, Recording Secretary

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THE WARREN COUNTY LIBRARY COMMISSION

Warren County Library  
2 Shotwell Drive  
Belvidere, NJ 07823



**RESOLUTION**

**2026-02**

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, 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>rd</sup>
March	24 <sup>th</sup>	October	27 <sup>th</sup>
April	28 <sup>nd</sup>	November	17 <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, \_\_\_\_\_; 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.

\_\_\_\_\_, Recording Secretary

THE WARREN COUNTY LIBRARY COMMISSION

Warren County Library  
2 Shotwell Drive  
Belvidere, NJ 07823

DRAFT

RESOLUTION

2026-03

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, 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 \_\_\_\_\_ 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 \$\_\_\_\_\_ per hour for attorneys and \$\_\_\_\_\_ per hour for paralegals.

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

\_\_\_\_\_, Recording Secretary

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