

W.H. Walters Free Public Library

RESOLUTION 2026-08

RESOLUTION TO ADOPT REMOTE AND EMERGENCY MEETINGS

WHEREAS, The Board of Trustees of the W.H. Walters Free Public Library is a public body subject to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

WHEREAS, The Open Public Meetings Act permits public bodies to conduct meetings remotely during a declared emergency when such emergency reasonably prevents the safe convening of in-person meetings, pursuant to N.J.S.A. 52:27D-18.11 and N.J.A.C. 5:39-1; and

WHEREAS, The Open Public Meetings Act further permits public bodies to conduct emergency meetings on short notice when urgent circumstances require immediate action; and

WHEREAS, The Board of Trustees does not designate a permanent meeting chair and instead conducts meetings under the direction of the Board President or, in the President's absence, a trustee designated to preside over the meeting; and

WHEREAS, The Board of Trustees finds it necessary and appropriate to establish clear procedures governing the conduct of remote meetings and emergency meetings in order to ensure continuity of Library operations, compliance with applicable law, transparency, and meaningful public participation; and

WHEREAS, The Board desires to formally adopt a written Remote and Emergency Meeting Policy to guide the actions of the Board, Library administration, and staff during such circumstances.

NOW, THEREFORE, BE IT RESOLVED by the W.H. Walters Free Public Library Board of Trustees, Borough of Alpha, County of Warren, and State of New Jersey as follows:

1. Adoption of Policy
 - a. The Board hereby adopts the Remote and Emergency Meeting Policy, attached hereto and incorporated by reference as Exhibit A.
2. Authorization

- a. The Board President, or in the President's absence a trustee designated to preside over the meeting, together with the Library Director and Board Secretary, is authorized to implement and administer the policy in accordance with applicable State statutes, regulations, and executive orders.
 - b. Remote meetings shall be conducted using the Zoom platform, or another comparable electronic meeting platform, consistent with the Technology Requirements set forth in the adopted policy.
 - c. Trustees requesting remote participation in a meeting shall notify the Board President and Library Director in advance whenever practicable. Remote participation must be authorized by the Board President and conducted in compliance with the Open Public Meetings Act, applicable laws or regulations, and Library policy.
3. Conduct of Meetings
 - a. Any remote or emergency meeting held pursuant to this policy shall be conducted by the Board President or, if the President is unavailable, by a trustee designated by the Board to preside for that meeting.
4. Compliance with Law
 - a. All remote and emergency meetings conducted pursuant to this policy shall comply with the New Jersey Open Public Meetings Act, the Open Public Records Act, and other applicable laws and regulations.
5. Effective Date
 - a. This Resolution and the Remote and Emergency Meeting Policy shall take effect immediately upon adoption.
6. Recordkeeping
 - a. A copy of this Resolution and the adopted policy shall be maintained with the official records of the Library and made available to the public.

BE IT FURTHER RESOLVED that this Resolution was adopted at a duly noticed public meeting of the Board of Trustees held on May 18, 2026.

CERTIFICATION

I, _____, Library Board President of the W.H. Walters Free Public Library, Borough of Alpha, County of Warren, State of New Jersey, do hereby certify this foregoing to be a true and correct copy of a Resolution adopted by the Library Board of Trustees at a meeting of said Library Board on _____ and that said Resolution was adopted by not less than the legal vote needed of the members of the Library Board.

Library Board President