



A G E N D A
CITY OF WAUPUN LIBRARY BOARD
Waupun Public Library – 123 S. Forest Street,
Waupun WI
Wednesday, November 17, 2021 at 4:30 PM

The Waupun Public Library Board of Trustees will meet in person with a Zoom option at 4:30 pm on November 17, 2021, in the library's Conference Room. The public may attend in person or access the meeting online or by phone. Instructions are provided below:

1. Join Zoom Meeting:

<https://us02web.zoom.us/j/81515618701>

1. By phone:

1-312-626-6799

Meeting ID: 815 1561 8701

CALL TO ORDER

MINUTES FROM PREVIOUS MEETINGS

- [1.](#) October minutes

PERSONS WISHING TO ADDRESS THE LIBRARY BOARD

No Public Participation after this point.

MONTHLY STATISTICS

- [2.](#) October statistics

BUDGET SUMMARY

- [3.](#) 2021 Budget thru October

CONSIDERATION OF BILLS FOR PAYMENT

- [4.](#) November bills

COMMITTEE REPORTS

LIBRARIAN'S REPORT

- [5.](#) Librarians report

OLD BUSINESS

- [6.](#) Library Personnel Policy revision

NEW BUSINESS

- [7.](#) By-laws revision
[8.](#) 2022 budget revision
[9.](#) 2022 wage grid

FUTURE MEETINGS AND GATHERING INVOLVING THE LIBRARY BOARD

10. Tentative next meeting: Wednesday, December 15, 2021, at 4:30 p.m.

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

**Minutes of the Waupun Public Library Board Meeting
Wednesday, October 20, 2021**

The Waupun Public Library Board was called to order by Dr. Bev Martens, President, at 4:30 pm on Wednesday, October 20, 2021. Also present were Schultz, Garcia, Jaeger, new Library Board member Jessica Sullivan, and Hintze via Zoom. Langford, Rohrer, and Gehl were absent. Due to the absence of the Secretary, Jaeger volunteered to record the minutes.

ARTICLE I: Motion by Schultz, supported by Martens, to accept the minutes of the September 15, 2021, meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 86,639 items through the end of September.
- b. Curbside service: handled 1,615 transactions through the end of September.

ARTICLE IV: The 2021 Budget was discussed with no concerns noted.

ARTICLE V:

- a. Motion by Sullivan, supported by Schultz, to pay the October bills. Motion carried 4-0 on roll call. Schultz appointed to sign the list of bills.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

- a. Drive-thru Window Project is complete.
- b. October 3 water leak has been cleaned up. Interior walls with moisture issues have been dried, new vinyl base has been installed and we are now waiting for replacement tile to be installed in the public restrooms. All old autoflush valves in the public restrooms have been replaced with new autoflush valves.
- c. Donations received in memory of Jim Henderson have reached \$2,425. A reading chair and matching loveseat will be purchased with these funds, with the loveseat already purchased and located on the second floor. Due to manufacturing delays, the matching chair might not arrive for a few months.
- d. Bret and Pam met with the Warrior Fabrication class on Monday, September 27, regarding interior signage.
- e. Bret met with Russ Moss of Buckstaff to discuss lockable wall cabinets in the Shaler and Carnegie rooms. We will likely see a quote in the next few days.

f. The virtual program of Wisconsin's Most Haunted Locations was attended by seventeen people.

g. On November 9 the library has scheduled a virtual program with Wisconsin author Beth Amos.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

a. Motion by Martens, supported by Sullivan, to elect Schultz as Vice-President of the Library Board. Motion carried.

ARTICLE X: Motion by Sullivan, supported by Schultz, to adjourn at 4:55 p.m. Motion carried.

***Next tentative meeting: Wednesday, November 17, 2021 at 4:30 p.m. The Board will meet face to face at the Library, but efforts will be made to provide availability for those unable to attend in person.**

Bret Jaeger, Acting Secretary

Waupun Public Library Monthly Statistics					
CIRCULATION	Oct. 21	Oct. 20	YTD 2021	YTD 2020	YTD%
Juvenile Nonfiction	397	277	4,422	3,302	33.9%
Juvenile Fiction	1,532	1,028	17,791	12,856	38.4%
Juvenile Periodical	4	0	98	73	34.2%
Juvenile Audiocassette	1	0	1	0	#DIV/0!
Juvenile MP3 audio	0	0	8	8	0.0%
Juvenile DVD	325	317	2,701	3,280	-17.7%
Juvenile CD	40	180	530	664	-20.2%
Juvenile Video	0	0	0	0	#DIV/0!
Total Juvenile	2,299	1,802	25,551	20,183	26.6%
Adult Nonfiction	487	449	5,101	4,273	19.4%
Adult Fiction	1,626	1,502	16,007	12,443	28.6%
Adult Periodical	87	66	741	700	5.9%
Adult Audiocassette	0	0	5	0	#DIV/0!
Adult MP3 audio	3	2	42	49	-14.3%
Adult DVD	1,366	1,134	14,018	14,928	-6.1%
Adult CD	333	260	2,952	2,924	1.0%
Videocassettes	0	0	0	0	#DIV/0!
Pamphlets/Vertical File	0	0	2	1	100.0%
Equipment/die cuts	0	0	0	0	#DIV/0!
Misc.(kits, toys, no location...)	0	0	1	0	#DIV/0!
Total Adult	3,902	3,413	38,869	35,318	10.1%
State Report Circulation	6,201	5,215	64,420	55,501	16.1%
Downloads (OverDrive)	942	1,009	9,888	8,883	11.3%
ILL-Items Sent	2,312	2,286	21,564	16,884	27.7%
ILL Item Received	31	35	253	276	-8.3%
TOTAL CIRCULATION	9,486	8,545	96,125	81,544	17.9%
<i>To Columbia Co. Rural</i>	9	0	17	229	-92.6%
<i>To Dodge Co. Rural</i>	352	273	4,788	4,517	6.0%
<i>To FDL Co. Rural</i>	1,335	1,097	13,624	11,886	14.6%
<i>To Green Lake Co. Rural</i>	51	16	494	1,024	-51.8%
Rural circ subtotals			18,923	17,656	7.2%
USE					
In-library Count (visits)	3,030	0	22,593	20,885	8.2%
Library Programs	265	0	2,097	978	114.4%
Meeting Room Use	1	0	2	782	-99.7%
Computer Use	297	0	2,118	1,868	13.4%
Wireless Use	275	147	2,179	2,621	-16.9%
Reference Questions	365	586	3,417	2,358	44.9%
Monthly website hits	1,431	1,233	15,238	22,267	-31.6%
Curbside service	101	792	1,716	2864	-40.1%

Waupun Public Library									
Budget Report									
Account Number	Account Title	12/31/2021 Annual Budget	10/31/2021 Current Month	10/31/2021 YTD Actual	10/31/2020 Prior Yr YTD Actl	Budget Balance	% of Budget	Budget Notes	
Library Fund									
Revenues									
210-41-4111-0-00	GENERAL PROPERTY TAXES	516,792	-	516,792	519,150	0	100%		
210-43-4367-0-00	COUNTY APPROPRIATION	201,800	-	223,137	193,401	(21,337)	111%	Dodge, Columbia, Winnefox (Green Lake, FdI)	
210-46-4671-0-00	FEES-LIBRARY	1,200	36	662	1,316	538	55%	fine free, lost or damaged items only	
210-48-4811-0-00	INTEREST REVENUE	2,500	-	210	1,569	2,290	8%		
210-48-4850-000	LIBRARY TRUST DONATIONS	-	2,125	8,681	-	(8,681)		New account created 9/21	
210-48-4816-0-00	DIVIDEND REVENUE	1,800	-	1,981	1,971	(181)	110%		
210-48-4861-0-00	GRANTS AND DONATIONS	6,000	-	5,363	14,086	637	89%	\$5k hicks foundation	
210-49-4920-0-00	OPERATING TRANSFERS IN	-	-	-	-	-			
210-49-4975-0-00	UNREALIZED GAIN ON INVESTMENTS	-	-	-	(8,693)	-	0%		
Total Revenues		730,092	2,161	756,825	722,800	(26,733)	104%		
Expenditures									
210-60-5511-1-10	LIBRARY-SALARIES/WAGES	394,072	27,337	304,416	288,598	89,656	77%		
210-60-5511-1-11	LIBRARY-OVERTIME	-	-	-	-	-			
210-60-5511-2-20	LIBRARY-HEALTH INSURANCE	54,576	2,799	41,984	49,172	12,592	77%		
210-60-5511-2-21	LIBRARY-LIFE INSURANCE	791	69	692	634	99	87%		
210-60-5511-2-22	LIBRARY-RETIREMENT	19,992	1,429	15,896	16,113	4,096	80%		
210-60-5511-2-23	LIBRARY-SOCIAL SECURITY	30,147	2,035	23,047	22,507	7,099	76%		
210-60-5511-2-24	LIBRARY-SICK LEAVE PO	3,000	-	-	-	3,000	0%		
210-60-5511-3-34	LIBRARY-INCOME CONTINUATION	1,500	167	1,337	1,109	163	89%		
210-60-5511-3-35	LIBRARY-PUBLICATIONS/PROMOTION	7,000	1,816	10,917	6,583	10,083	52%		
210-60-5511-3-36	LIBRARY-REPAIRS/MAINTENANCE	6,000	3,412	5,592	3,707	408	93%	new for 2021-potential security maint contract	
210-60-5511-3-37	LIBRARY-TRAVEL/CONFERENCE	3,000	-	110	301	2,890	4%		
210-60-5511-3-38	LIBRARY-AUTOMATION/TECHNOLOGY	33,000	5,090	27,679	28,077	5,321	84%		
210-60-5511-3-39	LIBRARY-BOOKS	60,652	7,483	57,758	32,545	2,894	95%		
210-60-5511-3-40	LIBRARY-AUDIOVISUAL	20,000	2,435	11,661	6,952	8,339	58%		
210-60-5511-3-41	LIBRARY-PERIODICALS	9,000	-	4,552	5,613	4,448	51%		
210-60-5511-3-42	LIBRARY-DATABASES	14,000	330	10,254	8,040	3,746	73%		
210-60-5511-3-43	LIBRARY-FURNISHINGS REPLACEMENT	10,000	-	-	6,435	10,000	0%		
210-60-5511-3-44	LIBRARY-PROGRAMMING	7,500	527	7,353	2,712	147	98%	Summer reading program	
210-60-5511-3-45	LIBRARY-MISCELLANEOUS	2,500	384	1,232	1,328	1,268	49%		
210-60-5511-8-00	LIBRARY-CAPITAL OUTLAY	-	-	-	-	-			
210-60-5504-3-38	LIBRARY-TRUST OPERATING EXPENS	-	-	-	6,388	-			
210-60-5504-8-00	LIBRARY-TRUST CAPITAL EXPENSES	-	1,399	31,594	-	(31,594)			
210-80-5960-3-38	OPERATING TRANSFER OUT-CAPITAL	-	-	38,000	-	(38,000)			
Total Expenditures		730,092	60,435	620,216	510,974	109,876	85%		
			(58,274)	136,609	211,826	(136,609)			
Library Fund Cash Balances									
210-10001	CASH-LIBRARY			98,298.41					
210-11612	LIBRARY SYSTEMS ACCOUNT			338,728.95					
210-11614	LIBRARY TRUST ACCOUNT			60,017.79					
	Library Trust Funds within Wells Fargo General Cfg Act			38,164.17					
210-11615	RUTH E. BAYLEY ACCOUNT			89,274.90					
Total Library Fund Cash				624,484.22					
Preliminary budget will not have an updated cash balance until all journal entries are recorded. Final month end budget will have updated cash balances.									

Preliminary budget will not however updated cash balance until all journal entries are recorded. Final month end budget will have updated cash balances.

Waupun Public Library - November 2021 Bills

<u>Processed</u>	<u>Check #</u>	<u>Account #</u>	<u>Account Title</u>	<u>Activity Code</u>	<u>Description</u>	<u>Vendor</u>	<u>Vendor/Name</u>	<u>Amount</u>
		210-60-5511-330	Office supplies		Laminator	47	Amazon	54.99
		210-60-5511-335	Publications/Promotions		Books for Babies promotion	47	Amazon	189.54
		210-60-5511-339	Books		Books	47	Amazon	527.23
		210-60-5511-340	Audiovisual		DVDs, CDs	47	Amazon	551.30
		210-60-5511-344	Programming		Adult & Youth program supplies	47	Amazon	286.02
		210-60-5511-332	Utilities		Natural gas	1174	Alliant Energy	239.35
		210-60-5511-339	Books		Books	4000	Baker & Taylor	3,762.45
		210-60-5511-330	Office supplies		Toner cartridges	8025	CDW Government	269.68
		210-60-5511-330	Office supplies		Processing supplies	11070	Demco	169.05
		210-60-5511-339	Books		Books	14102	Gale	618.78
		210-60-5511-338	Automation/technology		Wireless system	16440	Inter-Quest	14.95
		210-60-5511-337	Travel/training/conference		Travel reimbursement	16648	Jaeger, Bret	16.80
		210-60-5511-344	Programming		Mason jars for program	12700	Martens Ace Hardware	69.95
		210-60-5511-344	Programming		WI Haunted Locations program	17500	Lewis, Chad	200.00
		210-60-5511-340	Audiovisual		Audiobooks	19050	MicroMarketing	859.28
		210-60-5511-330	Office supplies	190	Disinfecting wipes	300156	Monarch Library System	28.32
		210-60-5511-338	Automation/technology		Computer replacements	300156	Monarch Library System	3,418.02
		210-60-5511-345	Miscellaneous		Petty Cash	21500	Petty Cash	44.89
		210-60-5511-345	Miscellaneous		Break Room supplies	21665	Piggly Wiggly	10.65
		210-60-5511-333	Postage		Stamps	22099	Postmaster	116.00
		210-60-5511-330	Office supplies		Chairs, chair mats, binders, misc	22402	Quill Corp	761.81
		210-60-5511-343	Furnishings		Tables for Shaler Room	22402	Quill Corp	1,624.96
		210-60-5511-345	Miscellaneous		Funeral flower vase	22795	Rens Floral	63.95
		210-60-5511-345	Miscellaneous		Collection agency	25484	Unique Mgt Services	26.85
		210-60-5511-341	Periodicals		Subscription	26550	Wall Street Journal	599.88
		210-60-5511-345	Miscellaneous		Drive-thru window signage	27987	Westphal	45.00
							Total:	\$ 14,569.70
11/2/2021	Manual check # 1009				Copier 1 yr contract		James Imaging Systems	551.50
Auto Pay		210-60-5511-342	Databases		Ancestry database		Wells Fargo (auto-pay) Pam	188.88
Auto Pay		210-60-5511-331	Telecommunications		Monthly Spectrum invoice		Wells Fargo (auto-pay) Bret	174.97
City manual check		210-60-5511-332	Utilities		Electric/water/sewer		Waupun Utilities	1,852.16

Authorized signature: _____

November 2021 Librarians Report

A. Statistics

Through the end of October we have circulated/downloaded/loaned 96,125 items, with curbside service handling 1,716 transactions.

B. Signage

Signage in the drive-thru window has been updated to include hours of operation.

C. Replacement bubbler

We are looking at replacing the 24-year-old bubbler on the first floor with a new bubbler which includes a contact-less water bottle filler.

D. Interior signage

We are still waiting to hear back from the Warrior Fabrication Class at the high school regarding interior signage options.

E. Adult programming

On November 9 at 6:30 p.m., Wisconsin mystery author Beth Amos (aka Annelise Ryan and Allyson K. Abbott) presented a program via Zoom. Sixty people picked up the pumpkin craft we had for October. In December, we plan to do a weekly craft.

F. Amity School quilt

With Waupun Fine Arts moving their display area to the Chamber of Commerce office at this time, we are able to display the 1998 Amity School quilt once again on the second floor. We also have a quilt in storage that was hanging at the old Jefferson School.

G. Speech and essay judging

On November 8th, Bret was once again on the panel of judges for the annual VFW Voices of Democracy (recorded speeches) and Patriot's Pen (essays) student competitions. Others on the judging panel were Kyle Clark and Hank Snyder.

Any questions, please contact Bret or Pam at 324-7925, or bret@monarchlibraries.org and pgarcia@monarchlibraries.org.

Waupun Public Library

Library Personnel Policy revision – DRAFT

1. Definitions.
 - a. Professional staff shall hold a Master's degree in library science.
 - b. Non-professional staff shall be defined as those not holding a Master's degree in library science.
 - c. ~~Pages generally shall be senior high students working part time.~~
2. Selection of staff follows Wisconsin State Statute 43.58(4).
 - a. The ~~head librarian~~ Library Director shall be appointed by the Library Board.
 - b. All other employees shall be selected by the ~~librarian and~~ Library Director based on staffing approved by the Board.
 - c. In the event of a full-time position opening, the Library Director is required to obtain Library Board approval to fill the position before the hiring process begins. The Library Director will make a hiring recommendation based on the effect the elimination of the position would have on operations and service to the public.
3. Pay and Compensation.
 - a. Recognition shall be given to the fact that the professional staff must be paid and otherwise compensated on a nationally competitive basis.
 - b. All other staff shall receive no less pay and compensation than that received for similar work under similar conditions in the locality.
 - c. Health insurance shall be available according to the municipal plan.
 - d. Social security and retirement shall be allowed according to the municipal plan.
 - e. Wages and salaries shall be set by the ~~head librarian~~ Library Director subject to Board approval or ~~union contract~~ Board approved wage ranges.
4. All staff members shall serve a probation period of six working months.
5. The ~~librarian~~ Library Director or Assistant Director shall schedule the working hours of the staff.
6. Assignments of all staff duties shall be made by the ~~librarian~~ Library Director or Assistant Director.

7. The ~~librarian~~ Library Director or Assistant Director shall have an evaluative conference with each employee at least once a year.
8. The Library Board shall have an evaluative conference with the ~~librarian~~ Library Director once a year.
9. Provision shall be made for daily rest periods, for attendance at professional meetings and conventions, and for visiting other libraries for informational purposes. Travel and other expenses shall be borne by the library. A program of in-service training shall be carried out to ensure an efficient staff.
10. Effective January 1, 1992, ~~permanent~~ part-time hourly ~~library~~ Library 2 and Library 3 staff shall be entitled to ~~one-half day~~ four hours of compensated leave per year of continuous service, with a maximum of ~~10-days~~ forty hours leave per year. Leave shall be taken in the year that it accrues, except when the ~~librarian~~ Library Director approves a variance.

Prorated payment for earned leave not taken shall be made to any employee at termination of employment, except in the case of discharge for just cause.

All compensation is to be part of the maximum hours permitted each employee per year.

~~If the library is closed due to an emergency or bad weather, staff members will be paid for the regular hours for which they have been scheduled to work on that day. When the library is open during inclement conditions, employees who do not report to work or choose to leave work early will be required to use accrued holiday time, vacation time, or it shall be considered authorized unpaid leave of absence.~~

~~If the library will not be opened due to an emergency or bad weather, employees may choose one of the following options: 1) use vacation hours, 2) use floating holiday hours, or 3) make up the time at straight time. If these alternatives are not used within the same or subsequent pay period, the time lost shall be considered authorized unpaid leave of absence.~~

[This section was revised and can be found in the Emergency Closing Policy]

11. If an employee has a complaint or a suggestion to improve the working environment, the employee should take it to their immediate supervisor. If the employee has a problem with a specific individual(s), which does not reach the level of harassment or inappropriate behavior, the employee is encouraged to approach that person first. If the issue is not resolved, the employee should contact the Library Director. If the complaint involves the Library Director, the employee should contact the President of the Library Board. If the complaint needs the attention of the entire Library Board, the President of the Library Board may schedule a special meeting regarding the complaint. If the situation needs further support, the Library Board may contact City officials.
12. Employees shall follow City of Waupun employee policies which are not covered by a ~~union contract or~~ the “By-Laws, Objectives and Policies Handbook” of the Waupun Public Library, and which do not interfere with the Library Board’s statutory authority.

DRAFT revision 2021 Nov

**Article IV
Meetings**

Current Section 5:

Section 5. Quorum. A quorum for the transaction of business at any meeting shall consist of three or more members of the Board present in person.

Recommended change to Section 5 in **underlined bold**:

Section 5. Quorum. A quorum for the transaction of business at any meeting shall consist of three or more members of the Board present in person **or virtually**.

2022 Budget recommendation to Library Board with revised health insurance

REVENUES		2021	2022	+/-	\$	County	Estimate
210-41-4111-0-00	General Property Taxes	\$ 516,792	\$ 516,792	0.0%	-	Columbia	\$ 985
210-41-4367-0-00	County appropriations	201,800	208,879	3.5%	7,079	Dodge	42,758
210-41-4671-0-00	Fees (fines)	1,200	1,200	0.0%	-	FDL	159,029
210-41-4811-0-00	Interest revenue	2,500	1,500	-40.0%	(1,000)	Green Lk	6,107
210-41-4816-0-00	Dividend revenue	1,800	1,800	0.0%	-		\$ 208,879
210-41-4861-0-00	Grants and donations	6,000	6,000	0.0%	-		
TOTAL REVENUES		730,092	736,171	0.8%	6,079		
EXPENSES							
210-60-5511-1-10	Salaries/wages	394,072	401,953	2.0%	7,881		
210-60-5511-1-11	Overtime	-	-				
210-60-5511-2-20	Health insurance	54,576	57,851	6.0%	3,275		
210-60-5511-2-21	Life insurance	791	791	0.0%	-		
210-60-5511-2-22	Retirement	19,992	19,992	0.0%	-		
210-60-5511-2-23	Social Security/Medicare	30,147	30,750	2.0%	603		
210-60-5511-2-24	Sick leave payout	3,000	3,000	0.0%	-		
210-60-5511-2-29	Income continuation	1,500	1,500	0.0%	-		
210-60-5511-3-30	Office supplies	21,000	20,000	-4.8%	(1,000)		
210-60-5511-3-31	Telecommunications	4,000	4,000	0.0%	-		
210-60-5511-3-32	Utilities	24,263	23,000	-5.2%	(1,263)		
210-60-5511-3-33	Postage	1,600	1,600	0.0%	-		
210-60-5511-3-34	Membership fees	2,500	2,500	0.0%	-		
210-60-5511-3-35	Publications/promotions	7,000	7,000	0.0%	-		
210-60-5511-3-36	Repairs/maintenance	6,000	6,000	0.0%	-		
210-60-5511-3-37	Travel/Training/Conference	3,000	2,500	-16.7%	(500)		
210-60-5511-3-38	Automation/technology upgrades	33,000	33,000	0.0%	-		
210-60-5511-3-39	Books	60,651	60,734	0.1%	83		
210-60-5511-3-40	Audiovisual	20,000	19,000	-5.0%	(1,000)		
210-60-5511-3-41	Periodicals	9,000	7,000	-22.2%	(2,000)		
210-60-5511-3-42	Databases	14,000	12,000	-14.3%	(2,000)		
210-60-5511-3-43	Furnishings/replacement	10,000	8,000	-20.0%	(2,000)		
210-60-5511-3-44	Programming	7,500	11,500	53.3%	4,000		
210-60-5511-3-45	Miscellaneous	2,500	2,500	0.0%	-		
TOTAL EXPENSES		730,092	736,171	0.8%	6,079		

70%
85%
100%
70%

-

2021 restructured 5/2/21															
Library levels 1 - 6		Start	6 mo.	Step 1	Step 2	Step 3	Step 4	Step 5							
Library 1: Library Pages				9.05	9.66	10.04									
Library 2: Desk Assistants		13.06	13.60	13.91	14.40	14.93	15.44	15.96							
Library 3 (AV, ILL, Processing)		15.55	15.90	16.62	16.97	17.67	18.03	19.46							
Library 4: Circulation & Youth Services		18.88	19.15	19.66	20.22	20.81	21.36	21.88							
Library 5: Assistant Director/Ref Lib								29.11							
Library 6: Library Director								39.78							
Interns		11.00													

Transition chart															
Library levels 1 - 6		Start	6 mo.	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Library 1: Library Pages				10.05	10.25	10.46	10.67								
Library 2: Desk Assistants		13.30	13.50	13.70	13.91	14.12	14.33	14.54	14.76	14.98	15.21	15.44	15.67	15.90	16.14
Library 3 (AV, ILL, Processing)		16.00	16.24	16.48	16.73	16.98	17.24	17.50	17.76	18.02	18.29	18.57	18.85	19.13	19.42
Library 4: Circulation & Youth Services		18.88	19.16	19.45	19.74	20.04	20.34	20.64	20.95	21.27	21.59	21.91	22.24	22.57	22.91
Library 5: Assistant Director/Ref Lib		27.00	27.41	27.82	28.23	28.66	29.09	29.52	29.97	30.42	30.87	31.33	31.80	32.28	32.77
Library 6: Library Director		33.00	33.50	34.00	34.51	35.02	35.55	36.08	36.62	37.17	37.73	38.30	38.87	39.46	40.05
Interns		12.00													

2022 proposed grid															
Library levels 1 - 6		Start	6 mo.	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Library 1: Library Pages				10.20	10.40	10.61	10.82								
Library 2: Desk Assistants		13.50	13.70	13.91	14.12	14.33	14.54	14.76	14.98	15.21	15.44	15.67	15.90	16.14	16.38
Library 3 (AV, ILL, Processing)		16.24	16.48	16.73	16.98	17.24	17.50	17.76	18.02	18.29	18.57	18.85	19.13	19.42	19.71
Library 4: Circulation & Youth Services		19.16	19.45	19.74	20.04	20.34	20.64	20.95	21.26	21.58	21.91	22.24	22.57	22.91	23.25
Library 5: Assistant Director/Ref Lib		27.41	27.82	28.24	28.66	29.09	29.53	29.97	30.42	30.88	31.34	31.81	32.29	32.77	33.26
Library 6: Library Director		33.50	34.00	34.51	35.03	35.56	36.09	36.63	37.18	37.74	38.30	38.88	39.46	40.05	40.65
Interns		12.18													

Note 1: Library 1 Page wages are based on years of experience (Step 1 is 1st year, Step 4 is 4th year, etc).

Note 2: Library 1 Pages and Interns are not formally evaluated.