

MEMORANDUM

Agenda Item #11

To: **Board of Trustees**

Date: **April 19, 2021**

From: **Donna Pittman, Library Director**

Subject: **FY2021/22 Proposed Salary Schedule L** (Action Item)

Introduction. The Library's Salary Schedule L is the salary schedule the Library uses to maintain current staff and hire new employees. The proposed FY22 Salary Schedule (Attachment A) is attached for your consideration.

Background. The Library uses this schedule to provide the Board a means of formally adopting the Library's Salary Schedule to begin each fiscal year and based on the annual budget. In the Champaign Municipal Code, the Library's ordinance, Section 25.5-10, 11 and 12, requires the Library to use the City's annual Salary and Staffing Ordinance requirements, which include establishing a "Salary Schedule" for the Library. In past years, the Library's Schedule L has been more or less equivalent to the City's non-bargaining unit (NBU) salary schedule with minor variations in the two schedules; the annual full-time salaries are based on 1,976 hours per year.

Discussion. The attached "2021-2022 Salary Schedule" (Attachment A) reflects an increase of 2.00% over the Library's FY21 Salary Scale with the exception of the Page and Processor positions which increased from \$11.00 to \$12.00 to meet State of Illinois minimum wage requirements. A proposed 2.00% cost of living increase will be given to all Library employees as an increase in base pay. In an effort to keep Library salaries within budget constraints, Library staff is proposing 0% for merit for FY22.

The FY21 salary scale has remained unchanged for the past four years. The FY22 proposed 2.00% increase in the Library's salary scale will maintain a competitive beginning wage for new hires. In addition, this increase will reduce compression in the salary scale as the minimum wage continues to increase each year to \$15.00 by FY25.

The Library's FY22 Operating Budget reflects an overall 2.00% increase in salaries with the exception of staff who are at the lower end of the salary range for the Page and Processor positions and will reflect an increase from \$11.00 to \$12.00 to meet minimum wage requirements.

Recommended Action. The Library Board, as an administrative agency of the City of Champaign, is required to adopt its own document and submit it to the City.

CHAMPAIGN PUBLIC LIBRARY
Salary Scale L for 2021 - 2022
Effective July 1, 2021

POSITION CLASSIFICATION	GRADE	SALARY RANGE		HOURLY RANGE	
		Annual full-time*			
Library Director	L-40	122,226	165,006	61.8551	83.5053
Deputy Director	L-34	89,641	114,449	45.3647	57.9196
Librarian III Library Technology Manager Library Accounting Manager	L-30	73,726	94,133	37.3105	47.6380
Library Service Manager	L-28	66,851	85,356	33.8314	43.1962
Librarian II	L-27	63,664	81,287	32.2188	41.1371
Librarian I Library Promotions Manager	L-25	57,786	73,783	29.2440	37.3394
Maintenance Manager Security Manager	L-24	54,995	70,216	27.8316	35.5343
Library Administrative Secretary	L-22	49,880	63,677	25.2429	32.2250
Library Associate	L-21	47,531	60,689	24.0541	30.7130
Network Technician Library Technical Assistant Library Accounting Assistant	L-20	45,269	57,798	22.9092	29.2502
Library Assistant II Library Maintenance Worker Library Café Operator	L-17	39,109	49,938	19.7919	25.2724
Library Assistant I	L-15	35,482	45,289	17.9563	22.9195
Security Officer Janitor	L-14	33,793	43,133	17.1015	21.8283
Library Processor Library Page	---			12.0000	14.0000

* Annual salary or full-time by current Library definition is 38 hours/week or 1,976 hours per year.