



Staff Report

MEMO TO: IHL S Board of Directors
FROM: Leslie Bednar
DATE: May 25, 2021
RE: Staffing Update

The following represents staffing changes for the month of May. We have one recommendation for a new hire at our Carbondale location and one at our Edwardsville location. One of the two resignations is an individual who has served our member libraries through delivery for 13 years. We wish him well in his future endeavors and he will truly be missed by his colleagues!

With the approval of the Salary Grade Updates at the April 27, 2021, meeting, we implemented the Market Adjustments listed below. All salary adjustments were effective as of April 25, 2021.

Please let me know if you have any questions and I will answer them as quickly as I can. Thank you!

[New Hires – Pending Board Approval](#)

Classification: Courier (part-time)
Project/ Location: Operations/ Carbondale
Start Date: TBD
Salary: \$11.75/ hr.

Classification: Sorter (part-time)
Project/ Location: Operations/ Edwardsville
Start Date: TBD
Salary: \$11.00/ hr.

[Resignations and Retirements](#)

Classification: Sorter (part-time)
Project/ Location: Operations/ Edwardsville
Salary: \$11.00/ hr.
Last Day: May 27, 2021
Reason: Employee resigned /full-time opportunity

Classification: Driver (part-time)
Project/ Location: Operations/ Edwardsville
Salary: \$13.40/ hour
Last Day: May 31, 2021
Reason: Employee resigned

[Market Rate Adjustments](#)

Classification: Cataloger (full-time)
Project/ Location: SHARE/ Edwardsville
Current Salary: \$41,198.35/ annually
Salary Increase amount: \$890.65/ annually
New Salary: \$42,089.00/ annually

Classification: Cataloger (full-time)
Project/ Location: SHARE/ Carbondale
Current Salary: \$40,000.00/ annually
Salary Increase amount: \$1,737.00/ annually
New Salary: \$41,737.00/ annually

Classification: SHARE Administrative Services Manager (full-time)
Project/ Location: SHARE/ Carbondale
Current Salary: \$ 51,503.30
Salary Increase amount: \$4,818.70/ annually
New Salary: \$56,322.00/ annually

Classification: SHARE Administrative Services Specialist (full-time)
Project/ Location: SHARE/ Edwardsville
Current Salary: \$35,360.00/ annually
Salary Increase amount: \$2,409.00/ annually
New Salary: \$37,769.00/ annually

Classification: Finance Director (full-time)
Project/ Location: Finance/ Edwardsville
Current Salary: \$ 74,255.59/ annually
Salary Increase amount: \$1,748.41/ annually
New Salary: \$76,004.00/ annually

Classification: Human Resources Coordinator (full-time)
Project/ Location: Human Resources/ Edwardsville
Current Salary: \$ 51,001.60/ annually
Salary Increase amount: \$17,776.40/ annually
New Salary: \$68,778.00/ annually