



Illinois Heartland Library System

MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: September 18, 2015
RE: Staffing Update

We have three open positions, 2 Page/Sorters and an Accounting Clerk.

Please let me know if you have any questions and I will provide as much information as I am able.

Thank you.

New Hires:

Classification: Driver (Part-time)
Project/Location: Operations/ Du Quoin
Start Date: August 27, 2015
Salary: \$10.24/ Hour

Resignations, Terminations and Retirements:

Classification: IMSA Manager (Full-time)
Project/Location: IMSA/Du Quoin
Last Day of Employment: September 4, 2015
Salary: \$48,816.30/Annual
Comment: Resigned, personal reasons. IHLS will promote from within the department.

Classification: Page/Sorter (Part-time)
Project/Location: Operations/Du Quoin
Last Day of Employment: September 11, 2015
Salary: \$8.67/Hour
Comment: Resigned for educational opportunities.

Classification: Page/Sorter (Part-time)
Project/Location: SHARE/Decatur
Last Day of Employment: September 11, 2015
Salary: \$8.97/Hour
Comment: Resigned. Going to nursing school.



Promotions/Change in Position:

Previous Classification: IMSA Patron Service Coordinator (Full-time)

Current Classification: IMSA Manager (Full-time)

Project/Location: IMSA/ Du Quoin

Start Date: September 7, 2015

Previous Salary: \$48,579.22/Annual

Comment: We will evaluate duties before posting new position.