

MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: January 22, 2014
RE: Staffing Update

We are continuing to hire Courier Drivers for all hubs. Please let me know if you have any questions about specific employees and I will provide as much information as I am able.

Thank you.

Resignations, Terminations and Retirements:

Employee Name: Juliette Douglas
Classification: Human Resource and Operations Director
Project/Location: General Fund/Edwardsville
Last Date of Employment: December 31, 2013
Salary: \$75,000 annually
Comment: Two separate positions will be created

Employee Name: Vanessa Whippo
Classification: Cataloger
Project/Location: SHARE and CMC/Champaign
Last Date of Employment: December 27, 2013
Salary: \$49,293.66 annually
Comment: Retired

Employee Name: James Sayles
Classification: Courier Driver (Part-time)
Project/Location: Operations/Champaign
Last Date of Employment: January 14, 2014
Salary: \$9.99/hour
Comment: Employee only worked one day



New Hires:

Employee Name: Kathy Jackson
Classification: Human Resource Coordinator (Full-Time)
Project/Location: General Fund/Edwardsville
Start Date: December 27, 2013
Salary: \$50,000 annually

Employee Name: Eric Childress
Classification: Courier Driver (Part-Time)
Project/Location: Operations/Edwardsville
Start Date: January 8, 2014
Salary: \$ 9.99/hour

Employee Name: James Sayles
Classification: Courier Driver (Part-Time)
Project/Location: Operations/Champaign
Start Date: January 13, 2014
Salary: \$ 9.99/hour

Employee Name: John Malone
Classification: Courier Driver (Part-Time)
Project/Location: Operations/Du Quoin
Start Date: January 13, 2014
Salary: \$ 9.99/hour

Employee Name: Susan Palmer
Classification: Operations Director (Full-Time)
Project/Location: Operations/Edwardsville
Start Date: January 21, 2014
Salary: \$ 67,000 annually

Employee Name: Debra Pfeiffer
Classification: Courier Driver (Part-Time)
Project/Location: Operations/Du Quoin
Start Date: January 21, 2014
Salary: \$ 9.99/hour

Employee Name: Phil Chmielewski
Classification: Courier Driver (Part-Time)
Project/Location: Operations/Champaign
Start Date: January 24, 2014
Salary: \$ 9.99/hour

Promotions/Change in Position:

Employee Name: Cheri Schuler-Faust
Previous Classification: Cataloging Assistant II
Current Classification: Cataloger
Project/Location: SHARE, CMC, OCLC Billing/Edwardsville
Start Date: November 17, 2013
Salary: \$38,162.50
Comment: Additional duties upon Whippo retirement

Employee Name: Robert Brady
Previous Classification: Cataloging Assistant II
Current Classification: Cataloger
Project/Location: SHARE and CMC/Champaign
Start Date: 11/17/2013
Salary: \$38,162.50
Comment: Additional duties upon Whippo retirement

Employee Name: David Lottes
Previous Classification: Cataloging Assistant II
Current Classification: Cataloger
Project/Location: SHARE and CMC/Champaign
Start Date: 11/17/2013
Salary: \$38,162.50
Comment: Additional duties upon Whippo retirement

Employee Name: Elizabeth Perkins
Previous Classification: Cataloging Assistant I
Current Classification: Cataloging Assistant II
Project/Location: SHARE/Champaign
Start Date: 11/17/2013
Salary: \$30,274.40
Comment: Additional duties upon Whippo retirement

Employee Name: Sandy Waldrop
Previous Classification: Cataloging Assistant I
Current Classification: Cataloging Assistant II
Project/Location: SHARE/Du Quoin
Start Date: 1/1/2014
Salary: \$33,657.60
Comment: Job responsibilities advanced to include Acquisitions and Serials training and module maintenance