

Contract  
between the  
Town of Seekonk, Massachusetts  
and the  
Seekonk Public Library Employee Association,  
MLSA, AFT Massachusetts, AFL-CIO

JULY 1, 2014 – JUNE 30, 2017

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## **ARTICLE I AGREEMENT CLAUSE**

This Agreement is made under Chapter 150E of the Massachusetts General Laws, and is hereby entered into by the Town of Seekonk, hereinafter referred to as the Town, and the Seekonk Public Library Employee Association, Massachusetts Library Staff Association, Local 4928, AFT-MA, AFT, AFL-CIO, hereinafter referred to as the Union. The Agreement sets forth the compensation, hours of work and other conditions of employment for those employees covered by it, and has as its purpose the promotion of harmonious relations between the respective parties.

## **ARTICLE II RECOGNITION CLAUSE**

The Town recognizes the Union as the exclusive representative for the purpose of collective bargaining relative to wages, hours and other conditions of the employment for all full-time and regular part-time employees in the service of the Town employed at the Seekonk Public Library including senior librarians, the customer service/inventory supervisor, staff librarians I, staff librarians II, the library administrative associates, technical services associates, the library IT support specialist, customer service/inventory associates, customer services associates II, but excluding the library director, the associate library director, and all managerial confidential, and casual employees.

The Town will advise all new employees whose positions are covered in the Recognition Clause at the time of employment that the Union is their bargaining representative. The parties recognize the right of any employee to choose whether or not to become a member of the Union, and the Town will not discourage, or in any way interfere with the right of any employee to become and remain a member of the Union.

## **ARTICLE III RIGHTS OF MANAGEMENT**

Save as expressly modified herein, under Grievance Procedure and other Articles, nothing contained in this Agreement shall be construed as limiting the Library in any way in the exercise of the regular and customary functions of management, including, but not limited to, among such functions the right to hire, discharge, layoff, and discipline, and the right to make and enforce such rules relating to its operation as it shall deem advisable.

## **ARTICLE IV PROBATIONARY PERIOD**

There shall be a probationary period for all positions covered by this Agreement. To complete the probationary period, an employee must complete six months of continuous, active service (not including time off) in the position. Employees who have already met this requirement

prior to the execution of this Agreement will not be required to complete the requirements again. During the probationary period, the employee is not entitled to any benefits or protections under this Agreement, except those required by statute (health insurance), holidays, jury duty and bereavement leave. Following the successful completion of the probationary period, the six month period will be credited as service time in determining the employee's benefits under this Agreement. The Town will notify the chair of the Local if the employee successfully completes the probationary period.

## **ARTICLE V** **GRIEVANCE AND ARBITRATION PROCEDURE**

The purpose of the Grievance Procedure shall be to settle employee grievances on as low a level as possible so as to insure efficiency and employee morale. A grievance shall be defined as a dispute concerning the interpretation or application of any specific provision of this Agreement.

**Informal Step:** Grievances shall be presented verbally by the employee and/or the Union to the Library Director within 7 (seven) working days of when the employee or the Union knew or should have known of the occurrence giving rise to the grievance. The parties will attempt to resolve the grievance.

**STEP 1:** If the grievance is not resolved at the Informal Step, a local Union representative and/or an international union representative shall present it in writing to the Library Director or his/her designee within 7 (seven) working days of its presentation at the Informal Step. The grievance will include a statement of the facts and provision (s) of the Contract alleged to have been violated. The Library Director or his/her designee shall meet with the grievant and/or the Union representative within seven (7) working days from the time the grievance is presented to him and shall answer the grievance in writing within seven (7) working days after the meeting.

**STEP 2:** If the Library Director does not hear the grievance at Step 1 or the grievance is not resolved at Step 1, the Union shall within fifteen (15) working days after receiving the answer forward the grievance in writing to the Town Administrator requesting a formal hearing. If the grievance is not satisfactorily adjusted at Step 2, the Union may request a meeting with the Board of Selectmen within 7 (seven) working days of the Town Administrator's answer.

**STEP 3:** If the grievance has not been resolved at Step 2, the Union may submit the grievance to the Board of Selectmen for a hearing in Executive session. Such hearings will be made within fifteen (15) working days after the expiration of time limits set forth in Step 2 with written notice of said submission to be given to the Board of Selectmen by delivery in hand or by registered mail. If the grievance is not satisfactorily adjusted at Step 3, the Union may request arbitration.

**STEP 4:** The arbitrator shall be selected in accordance with the rules of the American Arbitration Association or at the option of both parties the Department of Labor

Relations. The hearing shall be conducted in accordance with the applicable rules of either organization. The decision of the arbitrator shall be final upon the parties, except that the arbitrator shall make no decision that alters, amends, adds to or detracts from the contractual provisions contained herein.

Each party shall bear its own arbitration expenses, but the fee of any arbitrator shall be paid equally by the parties. Any of the times limits contained in this Agreement may be changed at any time by mutual consent of the parties. Otherwise, failure to follow the provisions of this procedure, including the time lines by either the Union or the employee, will constitute a waiver of the grievance. The Town's failure to follow the time lines means that the Union can proceed directly to arbitration.

#### **ARTICLE VI HOURS OF WORK/PRORATION OF BENEFITS**

Full-time employees will be required to work at least 32.5 hours and, generally, not more than 40 hours in a regular work week.

Benefits will be prorated (based on a 32.5 hour work week) for those employees working 20 or more but less than 32.5 hours per week.

The hours of employees who work less than 32.5 hours per week may fluctuate depending on the needs of the Library.

Overtime compensation will be paid as required by the Fair Labor Standards Act. Overtime must be approved in advance by the Library Director. Compensatory time off may be used to compensate for overtime hours, at the discretion of the Library Director.

#### **ARTICLE VII VACATION**

A regular full-time employee shall receive vacation with pay in accordance with the following:

<u>YEARS OF SERVICE</u>	<u>VACATION ALLOWED</u>
Less than 1	1 day for each 36.5 days
1 – 5	10 Days
6 – 10	15 Days
11 – 20	20 Days
20 +	25 Days

Length of continuous service in a Department will determine choice of vacation and two (2) weeks of vacations may be taken consecutively whenever possible but any third, fourth or fifth weeks may have to be taken separately.

If an employee dies or separates from the Library for any reason the employee or the employee's estate will be paid for any accumulated unused vacation.

If in any year an employee is unable in accordance with a request by the Town, to take any part of the earned vacation, the employee will be allowed such vacation during the following year (in addition to earned vacation for that year) at a time approved by the Library Director. Further, employees will be allowed to carry over up to twenty accumulated but unused vacation days from one year to the next. Carried over vacation days will not be used to extend vacations.

Employees regularly working 20 hours or more but less than a full schedule shall receive a pro rata vacation allowance which shall be based on the full-time allowance listed above.

Probationary employees are not eligible to accrue or receive vacation leave during their probationary period. Upon successful completion of the probationary period, a probationary employee will be entitled to take up to five (5) vacation days during the remainder of his/her employment with the Town.

## **ARTICLE VIII HOLIDAYS**

The following days shall be paid holidays:

New Year's Day	Veteran's Day
Martin Luther King's Birthday	Thanksgiving Day
President's Day	Day after Thanksgiving
Patriot's Day	½ Day Christmas Eve
Memorial Day	Christmas Day
Independence Day	½ Day New Year's Eve
Labor Day	½ Day Good Friday
Columbus Day	

If a holiday falls on a Sunday, it will be celebrated on the immediately following Monday; if a holiday falls on a Saturday, it will be celebrated on the immediately preceding Friday.

Should any employee actually perform service for the Town at the direction of the department head during a time when that employee is entitled to a paid holiday leave, the employee will be granted compensatory holiday leave at the rate of two (2) holiday leave hours for each hour actually worked, with a minimum grant of eight (8) holiday leave hours.

Should a paid holiday leave day fall on a day when a full-time employee is not scheduled to work, due to a scheduled day off or a vacation leave, the employee will be granted compensatory holiday leave hours in an amount equal to the number of hours in the employee's normal working day. This compensatory paid holiday leave time must be taken within 120 days of the date upon which it is granted.

Part-time employees regularly working 20 or more hours will qualify for paid holiday leave if, and only if, their regularly scheduled working day coincides with a holiday leave day. They will receive compensation in an amount equal to the actual number of hours the employee is regularly scheduled to work on that working day.

## **ARTICLE IX** **SICK/FAMILY CARE LEAVE**

Sick and Family Care time shall be available to full-time employees and employees regularly scheduled to work 20 or more hours per week.

**Sick Leave Accrual and Use:** Employees shall be entitled to fifteen (15) days per year, with a maximum accumulation of 120 days accrued at 1  $\frac{1}{4}$  days per month.

Subject to the Library Director's approval, sick/family care days may be used for personal illness, doctor appointments and to care for sick members of an employee's immediate family. Employees looking to utilize sick leave shall notify his/her supervisor at least thirty (30) minutes prior to his/her scheduled starting time or as soon as thereafter as practicable. When an employee uses sick leave for five or more consecutive work days, the Library Director may require a physician's certificate documenting the medical necessity of the employee's absence and determining the employee's fitness to return to duty.

Employees who engage in sick leave abuse shall be subject to discipline up to and including dismissal for just cause. When the Director or his/her designee has reason to believe that an employee has engaged in sick leave abuse the employee may be required to provide medical documentation indicating the medical necessity of his/her absence. In the event the medical documentation is not satisfactory, the employee may be required to cooperate in an examination with a Town designated physician with costs borne by the Town.

Any employee who resigns or is involuntarily terminated for any reason, including a reduction in force, retirement, job related injury, or death is eligible for a one-quarter (25%) payment of accumulated sick/family care time, but in no event shall that payment exceed twenty-five hundred dollars (\$2,500.00).

Upon request, an employee will be provided once a year with the amount of the employee's accumulated sick leave.

Any employee who has reached the maximum of one hundred twenty (120) sick days will be allowed to accumulate an additional seven and one half (7 1/2) days per year. In the event that the employee utilizes sick days and the balance drops below 120 sick days, he/she will begin to accrue at the rate of fifteen (15) days per year until they accumulate 120 sick days, at which point the accrual rate will revert back to seven and one half (7 1/2) days per year.

## **ARTICLE X** **OCCUPATIONAL INJURY LEAVE/WORKERS COMPENSATION**

An employee injured on the job must report the fact immediately to his/her supervisor. Injury leave, as distinguished from sick leave, shall mean paid leave given to an employee due to absence from duty caused by an accident, injury or occupational disease, that occurred while the employee was engaged in the performance of his/her duties. Any employee on occupational

injury leave shall not work any other job during the period of incapacitation without the advance permission of the Employer, which shall not unreasonably be withheld. If the employee held a part-time job ("second job") prior to claiming workers' compensation benefits and the second job duties are not inconsistent with the claimed incapacity, the employee need only notify the employer that the employee is continuing to work the second job. Violation may result in reduction and/or discontinuance of any worker's compensation benefit and may result in discipline up to and including dismissal. During periods of incapacity, employees shall be subject to periodic medical examinations as allowed by worker's compensation law as a condition of continued pay, as directed by the Town Administrator. The purpose of these examinations is to secure periodic medical evaluations of the particular employee.

Employees receiving workers' compensation wage benefits will not accrue other forms of paid leave.

An employee who is unable to work as a result of an illness or condition and who is pursuing worker's compensation benefits may use sick leave while doing so. If the employee is provided with worker's compensation and signs over to the town the compensation for the period ruling which he/she used sick leave, a proportionate amount of the sick leave that the employee used shall be restored.

#### **ARTICLE XI LIMITED DUTY**

Employees who are temporarily incapacitated for full duty for any reason but capable of limited duty may be assigned limited duty at the discretion of the Library Director.

#### **ARTICLE XII DISCIPLINE**

No employee shall be disciplined, reprimanded, suspended or discharged without just cause.

#### **ARTICLE XIII BEREAVEMENT LEAVE**

Bereavement leave with pay is granted by the town of Seekonk to allow an employee to grieve the death of an immediate family member, a close relative or an individual living in the immediate household.

All full-time and half-time employees regularly working twenty (20) or more hours per week are eligible for paid bereavement leave.

Up to five (5) business days of bereavement leave with pay may be granted for the death of a spouse, child, step-child, parent or step-parent, brother or sister.

Up to three (3) business days of bereavement leave with pay may be granted for the death of a grandparent, grandchild, parents-in-law, son/daughter-in-law, sister/brother-in-law or other member living in the immediate household regardless of the relationship.

One (1) business day of bereavement leave with pay may be granted to attend the funeral of an aunt, uncle or other close relative

#### **ARTICLE XIV JURY DUTY/COURT APPEARANCES**

The Town of Seekonk provides paid leave for an employee to appear in court for jury duty, or when required as a result of a work-related summons or subpoena.

All employees are eligible for this benefit.

A regular full-time employee who is called to serve on a jury, or summoned to appear in any court case pertaining to the Town of Seekonk as a witness for the Town, may be granted a paid leave of absence. Such a leave shall only be granted for the time required to appear, and it shall in no way affect the employment rights of the employee.

The Town of Seekonk will compensate an employee called to appear in court at the full rate of pay (less any fees received for appearing) for a normal scheduled day for a period not to exceed three (3) days. After this period the Commonwealth will compensate the employee as per M.G.L. Chapter 234 Section 3, as amended.

Employees serving jury duty are expected to be at work during their normal scheduled shift time whenever the employee has been dismissed from court prior to 2:00pm.

#### **ARTICLE XV PERSONAL LEAVE**

Regular full-time employees are eligible for three (3) personal days of paid leave per year. Part-time employees working twenty (20) or more hours per week shall be entitled to the pro-rated benefit of three (3) personal days.

Except for emergency situations, personal days should be scheduled in advance with the approval of the department head. Personal days cannot be accumulated or carried over from year to year.

Employees who resign or are terminated will not be paid for unused personal days.

#### **ARTICLE XVI MILITARY SERVICE**

Time off will be permitted for military services as provided by state and federal statute. Full veteran's re-employment rights as established by federal and state statute will be available to employees returning from military leave.

During a two-week annual reserve duty, the town will compensate the employee in an amount equal to the difference between the employee's normal work week wages and the compensation the employee receives from the United States Government for said duty.

## **ARTICLE XVII** **TUITION REIMBURSEMENT**

Depending on the availability of library funds and the human resource needs of the Library, the library shall reimburse eligible employees for the cost of tuition or registration of authorized courses or training programs as described in this section, not to exceed five hundred dollars (\$500.00) in any calendar year.

All regular full-time employees of the Library who have completed one year of continuous service may be eligible for this benefit.

Employees must submit a written request for reimbursement describing the expected benefits of the course or training, the anticipated cost and the dates the course or training will be held.

Only those courses and training programs that are job-related and that have a direct impact on improving employee performance shall be eligible. The Library Director shall determine what courses are job related and based upon funding and operational needs shall determine which courses are eligible for reimbursement.

Only those courses or training programs that do not interfere with the employee's work schedule or job responsibilities shall be eligible.

The Library Director and the individual employee shall mutually agree on the criteria that will define successful completion of the course or training prior to enrolling in the course or training program.

An employee shall submit written evidence of successful completion of the course with a grade of "C" or better or training as well as payment of related tuition or registration costs within thirty (30) working days of completing the course or training.

No reimbursement shall be provided if an employee's employment with the Town of Seekonk terminates before completing the pre-approved course or training.

## **ARTICLE XVIII** **STABILITY OF AGREEMENT**

This Agreement incorporates the entire understanding of the parties on all issues, which were or could have been the subject of negotiations. Anything not specifically included in this Agreement is not a part of the Agreement unless incorporated by reference.

No prior agreements, practices, benefits, privileges or understandings, oral or written, benefiting an employee or employees covered by this Agreement shall be controlling or in any way affect the relations between the parties unless and until such agreements or understandings have been reduced to writing and duly executed by both parties subsequent to the date of this Agreement. Nothing herein shall affect either parties' rights or obligations under M.G.L. Chapter 150E.

The failure of the Employer or the Union to insist, in any one or more incidents, upon performance of any of the terms or conditions of the Agreement shall not be considered as a waiver or relinquishment of the right of the Employer or the Union to future performance of any such term or condition and the obligations of the Union and the Employer to such future performance shall continue in full force and effect.

No amendment, alteration or variation of the terms of this Agreement shall bind the parties unless it is made in writing and executed by the Union and the Board of Selectmen or its designee.

#### **ARTICLE XIX SAVINGS CLAUSE**

If any section or provision of this Agreement is held invalid by a court of competent jurisdiction, the remainder of that section or provision and all other sections and provisions of the Agreement shall not be affected thereby and shall continue in full force and effect.

#### **ARTICLE XX UNION DUES**

The Town agrees to deduct regular monthly Union dues and initiation fees from the earned wages of each employee covered by this Agreement. However, no such deduction shall be made, nor shall the Town be obligated to deduct, except when authorized by an employee on the appropriate form, a copy of which is hereto annexed and marked "Appendix B". A copy of each authorization shall be submitted to the Town. The dues deducted from the Town shall be forwarded to the Union no later than thirty (30) days after such deduction was made.

The Union agrees to indemnify and save the Town harmless from and against any and all claims suits or other forms of liability arising out of the deduction of money from an employee's pay pursuant to this article.

#### **ARTICLE XXI WAGES/SALARIES AND LONGEVITY**

All wages shall be paid in accordance with Attachment "A" unless otherwise determined herein.

A Longevity payment shall be made to all full-time employees. The payment is to be made each year on the first payday in December, according to the following guidelines:

After 5 years of continuous service	\$200.00
After 10 years of continuous service	\$400.00
After 15 years of continuous service	\$600.00
After 20 years of continuous service	\$800.00
After 25 years of continuous service	\$1000.00

A Longevity payment shall be made to all part time employees regularly working 20 or more hours. The payment is to be made each year on the first payday in December, according to the following guidelines:

After 5 years of continuous service	\$100.00
After 10 years of continuous service	\$200.00
After 15 years of continuous service	\$300.00
After 20 years of continuous service	\$400.00
After 25 years of continuous service	\$500.00

## **ARTICLE XXII INSURANCE**

Active employees working twenty (20) or more hours per week are eligible to participate in the group health insurance program as provided by the Town, and will be offered coverage by Blue Cross or other coverage as determined by the Town.

Effective upon execution of the Collective Bargaining Agreement, Blue Cross Blue Care Elect and HMO Blue will be available to only the employees who are enrolled in the program on June 30, 2008. Those employees who exercise their option to change from Blue Cross Blue Care Elect and/or HMO Blue Coverage to other shall not be able to convert back to Blue Care Elect and/or HMO Blue coverage at a later date.

The contribution rate will be 75% from the Town and 25% from the covered employee.

The Town will offer the employees a dental plan, of which the Town will contribute 50% of the monthly premium for said plan.

There shall be an open enrollment period each year during the four week period immediately preceding the annual renewal of each health insurance plan.

## **ARTICLE XXIII DISCRIMINATION AND COERCION**

There shall be no unlawful discrimination by the Employer against any employee covered by the terms of this Agreement because of race, color, age, ancestry, sexual orientation, disability, religion, or national origin.

## **ARTICLE XXIV SENIORITY**

Seniority for full-time employees shall be defined as the length of continuous regular full-time employment in the Library commencing with the employee's date of full-time hire.

Seniority for employees who work part-time but more than twenty (20) hours per week, shall be defined as the length of continuous part-time service in the Library commencing with the employee's date of part-time hire.

## **ARTICLE XXV LAYOFF AND RECALL**

Layoffs of full-time employees shall be in reverse order of seniority within each job classification. The least senior full-time employee(s) in the classification shall be laid off first.

Layoffs of part-time employees shall be in the reverse order of seniority within each job classification. The least senior part-time employee(s) in the job classification shall be laid off first.

Employees shall be entitled to recall rights from the position from which they are laid off for a period of two years from the date of being laid off. Recall shall be conducted on the basis of seniority.

No new employee shall be hired in the same position from which an employee has active recall rights.

## **ARTICLE XXVI VACANCIES AND JOB POSTINGS**

When a position or shift covered by this Agreement becomes vacant, such vacancy shall be posted in a conspicuous area within the Library listing the pay, hours, duties, and qualifications. Notices of vacancies shall remain posted for ten (10) working days. Employees interested shall apply in writing within the (10) working day period. Preference shall be given to qualified internal applicants over outside applicants.

With respect to the filling of vacant positions or shifts, when qualifications are equal, seniority shall be a contributing factor.

All qualified internal applicants shall be granted an interview.

## **ARTICLE XXVII EMPLOYEE FILES**

Any document generated by the employer, which the employer will rely upon in either a disciplinary proceeding or in a proceeding against an employee's professional status, shall be given to the employee at the time it is to be submitted to the employee's personnel file. The employee must sign and date the document acknowledging receipt. Such signature does not indicate the employee agrees with the contents of the document.

The employee shall have the right to submit a response to any statement contained in his/her file.

The employee's statement shall be included in the file.

## **ARTICLE XXVIII UNION RIGHTS**

The Union shall be allowed to conduct Union meetings upon Library premises without pay at times and places approved by the Library Director.

The Union shall have the right to place Union related materials in the existing boxes of Library employees.

The Union shall be permitted to erect a bulletin board in a place to be approved by the Library Director.

## **ARTICLE XXIX MILEAGE REIMBURSEMENT**

An employee who is required in the course of his/her duties to use a personal vehicle will be reimbursed at the current IRS rate per mile.

## **ARTICLE XXX TERMINATION CLAUSE**

This agreement shall remain in full force and effect from the date of its execution until the 30<sup>th</sup> day of June, 2008, unless one of the parties hereto on or before the sixtieth (60<sup>th</sup>) day next proceeding any anniversary date, shall notify the other party hereto in writing of its intent to terminate the same.

## **ARTICLE XXXI EMERGENCY CLOSING**

SECTION A. The Library may close during a storm or declared emergency if it is determined by the Library Director and Town Administrator that access to the building cannot be kept safely passable for both customers and employees.

SECTION B. All employees who are working their assigned shift at the time an emergency closing becomes effective and who are allowed to leave their workplace prior to the end of their assigned shift will be paid for the duration of their assigned shift (prior to leaving employees will be expected to shut down computers, ensure patrons are out of the building, etc.).

## **ARTICLE XXXII SAFETY COMMITTEE**

A safety Committee comprised of two (2) individuals representing the Association and two (2) individuals representing the Town/Library will be established to discuss safety issues in the workplace. This safety committee shall make recommendations to the negotiation teams to bargain into the agreement.

## **ARTICLE XXXIII EMPLOYEE EVALUATIONS**

### *Section 1. Pre-evaluation Meetings*

- a. In early part of the fiscal year, a meeting will be held between the employee and the supervisor to discuss relevant goals for the year
- b. Each employee must be aware of the expectations of his/her particular position. Therefore, the most recent job description will be the basis for the employee's primary activities and duties.
- c. The Supervisor and employee will mutually determine goals and the actions necessary to achieve them, and such shall be recorded
- d. At mid-year an informal discussion between the supervisor and employee will be held to review progress made toward goals.

### *Section 2. Evaluations*

After twelve (12) months of employment, an evaluation of the employee will be conducted by the supervisor with full knowledge of the employee. The evaluation of the employee shall be conducted within the same month as the anniversary date of the employee's appointment to his or her current position.

The performance evaluation of the employee is designed to provide employees with feedback related to the individual strengths and areas requiring professional growth during each twelve months of employment. The performance evaluation is also designed to stimulate dialogue between the employee and his or her supervisor, and to evaluate the fiscal year goals that have been mutually agreed upon by the employee and the administration.

Within six months of the employee's original evaluation his or her immediate supervisor shall provide the employee with a written assessment of the employee's progress in meeting the agreed upon goals.

## **ARTICLE XXXIV PROFESSIONAL DUES REIMBURSEMENT**

Employees shall be reimbursed for all dues associated with membership in the Massachusetts Library Association.

**ARTICLE XXXV**  
**DURATION OF AGREEMENT**

The duration of this Agreement shall be from July 1, 2014 and shall continue in full force and effect until June 30, 2017. The Agreement automatically shall be renewed from year to year thereafter, unless either party serves upon the other written notice of desire to modify the Agreement. If such notice is served, negotiations for a successor agreement shall commence between the parties on an agreed upon date. In the event a new contract is not executed on or before July 1, 2017, all terms and provisions and conditions contained herein shall remain in full force and effect until new contract has, in fact, been executed.

## **ATTACHMENT A SALARY & WAGES**

Effective July 1, 2014: 2% increase to the schedule.

Effective July 1, 2015: 2% increase to the schedule.

Effective July 1, 2016: 2% increase to the schedule

Should during the life of this contract, any Town unit reach an agreement with the Town for a general across the board wage increase greater than that provided to this Union, then the Town and the Union agree to reopen the contract for the purpose of discussing wages.

### **Effective July 1, 2014**

Position	Step 1	Step 2	Step 3	Step 4
JA			10.97	11.68
AA	15.08	15.74	16.45	17.16
CSA	15.09	15.75	16.46	16.79
SL	22.67	23.24	24.41	25.25
TSA	17.28	17.81	18.89	19.47
CSS	46865.32	47803.62	48758.95	49734.77
SRL	59721.53	62108.76	64593.8	67177.77
CSSMUNIS	27.62466	28.17781	28.74095	29.31613
SRLMUNIS	35.20275	36.60994	38.07476	39.59783
Grandfathered				
CSA	16.80			
SRL	69161.24			
SRLMUNIS	40.76705			

### **Effective July 1, 2015**

Position	Step 1	Step 2	Step 3	Step 4
JA			11.18	11.91
AA	15.38	16.05	16.78	17.50

CSA	15.39	16.06	16.79	17.13
SL	2313	23.70	24.90	25.75
TSA	17.62	18.17	19.27	19.86
CSS	47802.62	48759.69	49734.13	50729.47
SRL	6.0915.96	63350.93	65885.67	68521.33
CSSMUNIS	28.17715	28.74136	29.31577	29.90245
SRLMUNIS	35.90681	37.34214	38.83626	40.38978
Grandfathered				
CSA	17.14			
SRL	70544.47			
SRLMUNIS	41.5824			

**Effective July 1, 2016**

Position	Step 1	Step 2	Step 3	Step 4
JA			11.41	12.15
AA	15.68	16.37	17.12	17.85
CSA	15.70.	16.39	17.13	17.47
SL	23.59	24.17	25.39	26.26
TSA	17.98	18.53	1965	20.26
CSS	48758.68	49734.88	50728.81	51744.06
SRL	62134.28	64617.95	67203.38	69891.75
CSSMUNIS	28.7407	29.31619	29.90208	30.5005
SRLMUNIS	36.62494	.38.08898	39.61298	41.19758

#### **Review of Job Descriptions**

A joint labor-management subcommittee shall meet to review and if necessary revise job descriptions. Serving on the Committee shall be the Library Director, Chapter Chair of the Union, a Senior Staff member (who holds a MLS degree), Tech Service employee and Public Service employee. Any recommendations made by the Committee shall be subject to the approval of the employer.