

HILLSIDE PUBLIC LIBRARY
405 N. HILLSIDE AVENUE, HILLSIDE, IL
BOARD OF TRUSTEES MEETING - PERSONNEL COMMITTEE
MARCH 9, 2024

MINUTES

1. CALL TO ORDER: The meeting was called to order at 9:03 am by Shirley Wachowski.
2. ROLL CALL: PRESENT In Person – Shirley Wachowski, Geneva Allen, Donna Kassar, Sandy Barge
Guests: Director Amy Franco

3. NEW BUSINESS – Staff Salary Increases

The Board reviewed the Market Benchmarking and Compensation Structure Development Project Final Report and the FY2025 salary schedule. We are currently paying 5.1% above our competitors. This is important to ensure employee retention.

There are 2 employees whose compensation falls outside of the salary schedule. The Board discussed these two cases individually. For the finance clerk who is currently below the salary range, her salary will be brought up to the minimum of the salary range and then increased at 2% per year of service. For the employee who is currently above the salary range for her position, her pay will be frozen at her current level, and she will receive a lump sum bonus in lieu of a traditional pay increase.

For the remaining employees, they will be given a 3% COLA pay increase based on the CPI and PTELL. Additionally, employees will be eligible for up to 2% merit raise based on their annual performance evaluations.

4. ANNOUNCEMENTS – Next regular meeting: March 20, 2024
5. ADJOURNMENT – Shirley Wachowski made a motion to adjourn at 10:16 am. Donna Kassar seconded the motion. The motion carried by voice vote.