9.5

PLYMOUTH DISTRICT LIBRARY

TO:	PDL Personnel Committee	**DATE:**	May 17,2022
RE:	Re-classification of Pages as Part-Time Employees	**FROM:**	Shauna Anderson, Director

Library Pages are currently classified as temporary employees according to our Employee Handbook. This leaves them unable to accrue vacation time or have access to a pro-rated bank of sick time.

I propose that we re-classify our Library Page position to part-time, so they are eligible for the basic rights that all our employees enjoy.

Pages are scheduled approximately 130 hours per week, but funding exists to support 147 hours this fiscal year. If coverage becomes an issue due to the increased time off, then we have the ability to hire another part-time page to help cover any additional needs in that department.

Resolved by Trustee _____, seconded by Trustee _____, to approve re-classifying the Library Page position to part-time, so they are eligible for the basic rights that all the Library's employees enjoy.

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