



**AGREEMENT BETWEEN
THE SIOUX CITY PUBLIC LIBRARY BOARD
AND
LOCAL 7103 OF THE COMMUNICATIONS WORKERS OF AMERICA
AFL-CIO
JULY 1, 2019 – JUNE 30, 2022**

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**AGREEMENT
BETWEEN THE SIOUX CITY PUBLIC LIBRARY
AND
COMMUNICATIONS WORKERS OF AMERICA, LOCAL 7103, AFL-CIO
JULY 1, 2019 – JUNE 30, 2022**

This Agreement is entered into by the Sioux City Public Library, hereinafter referred to as the "Board" (Employer) and the Communications Workers of America, Local 7103, AFL-CIO, hereinafter referred to as the "Union".

ARTICLE 1 - RECOGNITION

1.01 Union Recognized

Pursuant to and in accordance with all applicable provisions of the "Public Employment Relations Board's" certification of the Communications Workers of America, Local 7103, AFL-CIO, dated November 6, 1979, the Sioux City Public Library does hereby recognize the Union during the term of this Agreement as the sole and exclusive bargaining representative for positions within the Sioux City Public Library and listed in Appendix "A" (hereinafter collectively referred to as employee(s) excluding library director, supervisory, confidential and all other employees excluded by Section 4 of said Act).

ARTICLE 2 – NON-MANAGEMENT RELATIONS

2.01 Negotiations

All formal negotiations or bargaining with respect to the terms and conditions of this Agreement shall be conducted by authorized representatives of the Union and such authorized representatives of the Board.

2.02 Meetings

- a. **Meetings upon Request** The Board and the Union agree that upon the request of either the Union President or the Library Director, the parties shall meet to discuss matters involving the employee-employer relationship. Said meetings shall be scheduled at mutually convenient times.
- b. **Topics in Writing** Topics to be discussed shall be set forth in writing and exchanged prior to the meeting.
- c. **Employee Attendance** Up to two (2) employees may attend as Union representatives without loss of pay during normal working hours.

2.03 Agreements Executed

Agreements reached as a result of such negotiations shall become effective only when signed by the authorized representatives of the parties, unless otherwise specified.

2.04 Writing Required

This contract is subject to amendment, alteration or addition only by subsequent written agreement between and executed by the Board and the Union where mutually agreeable.

2.05 Complete Agreement

The parties agree that the clauses and provisions set forth in this Agreement constitute the entire Agreement between the parties.

2.06 Representatives Designated

The Union shall advise the Library Director in writing of the designated representatives and alternates prior to or at the time it serves written notice of a desire to enter into negotiations for any successor agreement.

2.07 Union Officials Certified

Within fifteen (15) days following the election or appointment of any officers of the Union Local and other designated representatives (i.e., stewards, etc.) the Union President shall certify the names and offices of such officers to the Library Director. Further, the Union shall notify in the same manner of any changes in the above-cited representatives.

2.08 Responsible Relationship

The Employer and the Union recognize that it is in the best interests of both parties, the employees and the public, that all dealings between them continue to be characterized by mutual respect.

2.09 Common Interest Forum

- a. **Establishment** The parties agree to establish a Common Interest Forum for the purpose of ensuring communications between staff and management, to discuss and review ideas, and to avoid unnecessary disputes. The Common Interest Forum shall consist of three members of management appointed by the Library Director and three members of the bargaining unit appointed by the Union President. The members of the Forum shall determine its structure, agenda and methods of operation.
- b. **Application** When either party requests, the Common Interest Forum shall be convened at least bi-monthly at mutually agreeable times and places.
- c. **Intent** It is the intent of the parties that the Common Interest Forum supports the collective bargaining process and the established dispute resolution procedures. The Employer and the Union each retains all of the rights outlined in the Agreement and the law.

ARTICLE 3 – EMPLOYMENT RIGHTS

3.01 Public Employer Rights

Public employers shall have, in addition to all powers, duties, and rights established by constitutional provision, statute, ordinance, charter, or special act, the exclusive power, duty and the right to:

- a. Direct the work of its public employees.
- b. Hire, promote, demote, transfer, assign and retain public employees in positions within the public agency.
- c. Suspend or discharge public employees for proper cause.
- d. Maintain the efficiency of governmental operations.
- e. Relieve public employees from duties because of lack of work or for other legitimate reasons.

- f. Determine and implement methods, means, assignments and personnel by which the public employer's operations are to be conducted.
- g. Take such actions as may be necessary to carry out the mission of the public employer.
- h. Initiate, prepare, certify and administer its budget.
- i. Exercise all powers and duties granted to the public employer by the law.

3.02 Public Employee Rights

Public employees shall have the right to:

- a. Organize, or form, join, or assist any employee organization.
- b. Negotiate collectively through representatives of their own choosing.
- c. Engage in other concerted activities for the purpose of collective bargaining or other mutual aid or protection insofar as any such activity is not prohibited by this chapter or any other law of the state.
- d. Refuse to join or participate in the activities of employee organizations, including payment of any dues, fees or assessments or service fees of any type.

ARTICLE 4 - REPRESENTATION

4.01 Definitions

Categories of employment relationship covering positions represented within the bargaining unit shall be as follows:

- a. **Full-Time Regular Employee** One who occupies an authorized full-time year-round position which requires a minimum of eight hours per day and forty hours per week.
- b. **Regular Part-Time Employees** Any employee who works an average of twenty (20) or more hours per week when computed on an annual basis; however, leave without pay is not included in that calculation. Regular part-time employees are entitled to the sick leave, vacation and holiday benefits prorated on the basis of the forty hour workweek. (i.e. thirty (30) hours worked= 75% of paid sick leave and vacation benefits.)
- c. **Part-Time Employee** An employee who works an average of less than twenty (20) hours per week when computed on an annual basis, or the actual period worked during the term of the Agreement.
- d. **Employee** Except as otherwise provided hereinafter, "employee" means both full-time regular employee and regular part-time employee.

4.02 Exclusions

Temporary, casual and seasonal employees shall be excluded from the provisions of this Agreement.

ARTICLE 5 – HOURS OF WORK

5.01 Regular Working Day and Week Defined

The regular working day and regular working week for full-time employees in the bargaining unit shall be eight hours or ten hours or other mutually agreed to workday, and forty hours respectively, except as hereinafter provided. There may be an unpaid thirty or sixty minute lunch period as determined by the immediate supervisor.

5.02 Rest Periods

One fifteen minute rest period per four hours worked shall be granted to employees consistent with work schedules, and in accordance with the rules and regulations established by the Library Director.

5.03 Time Units

For purposes of computing wages, time shall be accounted for in fifteen (15) minute increments.

5.04 Schedules Posted

Weekly schedules shall be posted at least two (2) weeks in advance, but not more than four (4) weeks in advance.

5.05 Staff Meeting Time

Circulation Department employees who are not scheduled to work a shift with continuous hours on a day on which a staff meeting is held will be paid for one hour of work in addition to the time spent in the staff meeting.

5.06 Travel Time

Employees required to travel between work locations during a continuous work tour will be paid for all hours, including the time spent to travel from one work location to another work location. Employees shall be paid mileage per Article 7.

ARTICLE 6 – OVERTIME

6.01 Grant

All full-time regular employees who are required by the employer to work in excess of their regular workweek are considered as eligible for overtime pay and shall be reimbursed for hours worked in excess of their regular workweek at the rate of one and one-half the hourly equivalent of pay for their regular pay rate. Overtime shall be paid for in fifteen (15) minute increments.

6.02 Compensatory Time

When requested by an employee and authorized by the Library Director, time off at the rate of one and one-half the overtime hours worked by an employee may be granted in order to compensate for and in lieu of overtime payment.

6.03 Authority to Grant

When determined by the employer to be necessary, assignment of work hours in excess of eight hours per day or forty hours per week shall be the responsibility of the Library Director or his/her designated representative.

ARTICLE 7 - COMPENSATION

7.01 Rates of Pay

The rates of pay for positions covered by this Agreement shall be determined as set forth in Appendix "A" of this Agreement.

7.02 Paydays

The Board shall pay for employee services on a bi-weekly basis with payday being the Friday following the end of each bi-weekly pay period. If the payday falls on a holiday, payment shall be made on the preceding regular workday. Payment, exclusive of deductions shall be by direct deposit to the financial institution designated by the employee. All wage or compensation payments to employees will be made on an electronic basis only.

7.03 Deferred Compensation

If an employee contributes to the City's Deferred Compensation Plan (457b), the City will make a matching contribution on a dollar for dollar basis as set out below. The City's matching contribution shall be made no less frequently than quarterly following the employee's contribution.

July 1, 2019 to June 30, 2020	0.50% of the employee's base salary
July 1, 2020 to June 30, 2021	0.75% of the employee's base salary
July 1, 2021 to June 30, 2022	1.00% of the employee's base salary

ARTICLE 8 – PROBATIONARY PERIOD

8.01 Probation Period

All appointments shall be conditional upon a probation period of six (6) months. This probationary period may be extended in an individual case as determined by the Library Director. During this probationary period the appointee may be disciplined, removed or discharged from such position by the appointing person or body without the right of appeal through the grievance procedure set forth in this Agreement. An employee who has satisfied a probationary period and is transferred to a different job in the same classification shall not be required to satisfy another probationary period.

ARTICLE 9 – AUTHORIZED LEAVE

9.01 Vacation

- a. **Eligibility** All full-time regular and regular part-time employees shall be entitled to leaves of absence with pay for vacation periods. In the event that full vacation leave is not taken, unused vacation leave may be carried over from one calendar year to the next as set forth in "b" below.

In the event that an employee is required to forego his/her scheduled vacation for the convenience of the Library Director and his/her vacation period cannot be conveniently rescheduled within that calendar year, the employee so affected shall be authorized to carry over his/her vacation period from one calendar year to the next with the written approval of the Library Director.

- b. **Annual Accrual** Employees shall be granted and accrue vacation periods in accordance with the following schedule (regular part-time employees will be prorated on the basis of the forty hour work week.) (i.e. thirty (30) hours worked = 75% of the amounts specified below.

Years of Continuous Service	Workdays Allowed	With Carryover Max Accrual May Be Up To
After one year	1 week/40 hours	
After two years and through seven years	2 weeks/80 hours	3 weeks/120 hours
Eight years and through fourteen years	3 weeks/120 hours	4 weeks/160 hours
Fifteen years and each year thereafter	4 weeks/160 hours	5 weeks/200 hours

- c. **Credit Limitation** Credit for vacation leave accumulates only during leave with pay status except during terminal vacation and when an employee is receiving payments to work-connected injury.
- d. **Grant Procedure**
- 1) Vacation periods are to be granted and scheduled by the Library Director or designee, taking into consideration the work unit, workload, the employees' requests and seniority. Requests for vacation shall be approved no more than one (1) year in advance.
 - 2) During the first year of employment the employee is not eligible for vacation leave. Only upon completion of one year of continuous employment has an employee earned and is entitled to one week.
 - 3) Employees may not use more vacation than what they have accrued. Vacation entitlement shall be calculated from the date of employment.
 - 4) Vacation schedules shall be posted for each work unit (Library Department) to view.
- e. **Holidays** A contractually designated holiday that falls during an employee's vacation shall not be charged against the employee's vacation.
- f. **Terminations** An employee who leaves the employment of the Sioux City Public Library shall be compensated for vacation leave earned and unused.
- g. **Military Leave** All earned vacation leave may, at the employee's discretion, be paid to an employee granted extended active military leave.
- h. **Eligibility** All full-time regular and part-time regular employees are eligible for paid vacation leave.

9.02 Holidays

- a. **Designation** The Main Library and Branch Libraries shall be closed on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day. These holidays are days off with pay for full-time staff members. In addition, Veteran's Day and Dr. Martin Luther King, Jr.'s Birthday will be observed as a holiday, but the Library will remain open on that day. Full-time regular staff members that are required to work on Veteran's Day and Dr. Martin Luther King, Jr.'s Birthday will receive a day off with pay at a time suitable to both the individual concerned and his/her superior. All units shall close at 5:00 p.m. on Thanksgiving Eve and New Year's Eve. When a holiday falls on a Sunday, the following Monday shall be observed. When a holiday falls on a Saturday, the preceding Friday shall be observed.

In addition, three "floating holidays" are granted to each full-time employee who is employed prior to September 1 of the applicable contract year, and these days are to be taken on or before June 30. Employees hired on or after September 1 but prior to December 1 of the applicable contract year shall be authorized one and one-half (1 ½) floating holidays which shall be taken within the period beginning with their date of hire and ending June 30. Employees hired on or after December 1 but prior to March 1 of the applicable contract year shall be authorized one (1) floating holiday which shall be taken within the period beginning with their date of hire and ending June 30. These additional holidays may be taken by employees at a time of their choosing. Requests for floating holidays must be received by the Library Director or designated supervisor at least two weeks in advance of the date to be taken as a holiday. These holidays represent time off with pay.

Regular part-time employees twenty (20) or more hours per week when computed on an annual basis are entitled to holiday benefits prorated on the basis of the forty hour workweek (i.e., thirty (30) hours worked= 75% of vacation benefits). When a staff member's "day-off" falls on an authorized holiday, the individual is entitled to another day off at a time suitable to both the individual concerned and his/her supervisor.

- b. **Early Closing** With all units of the Library closing at 5:00 p.m. on Thanksgiving Eve and New Year's Eve, a normal day schedule will be maintained. Those full-time staff members not working that day will be charged with a full day off; part-time staff are paid for hours worked.
- c. **Religious Days** Members of religious bodies which have special observances on days not recognized as Library holidays do not receive time off with pay for such occasions. However, the staff members so affected may be absent for such purposes and must make up the time during the same workweek or use accrued paid leave.

9.03 Military Leave

Military leave shall be granted by the Library Director in accordance with the provisions of the Code of Iowa, Section 29A.28 and City A.P. 4.33.

9.04 Jury Leave

Those employees drawn for federal, district and associate district court, petit or grand jury service, shall continue to receive their regular pay while engaged in such service. However, any fees, exclusive of mileage and meal allowance, received by said employees for jury service on the Sioux City Public Library's time shall be given to the Sioux City Public Library.

9.05 Appearance Required by Subpoena

When an employee is legally subpoenaed to appear as a witness before a court or administrative body to testify for a federal agency or a political subdivision of the state, the time spent shall be considered as a leave of absence with pay, provided the employee is not a party to the proceedings. Any witness fees received by the employee shall be remitted to the Library.

9.06 Leave Without Pay

- a. **Grant** Leave of absence without pay may be granted by the Library Director, but such leaves shall be limited to periods not exceeding 30 calendar days. Requests for renewal of 30 day leave periods may be granted by the Library Director.
- b. **Certification** No leave of absence shall be granted except upon written request of the employees. Whenever granted, such leave shall be in writing and signed by the Library Director.
- c. **Reinstatement** Upon expiration of approved leaves, the employee shall be reinstated in the position the employee held at the time such leave was granted. Failure of employee to report promptly shall be cause for discipline or dismissal.
- d. **Benefits** Employees will not accrue or receive benefits during a leave without pay.

9.07 Bereavement Leave

- a. **Grant** Upon verification of a funeral, 16 hours for full-time regular, 12 hours for part-time regular employees working an average of at least 29 hours per week and 8 hours of leave for part-time employees working an average of at least 20 hours per week leave of absence with pay will be granted only for the purpose of attending the funeral of a member of the employee's immediate family. Family is defined as consisting of those individuals with the relationship of, and the step- or in-law relationship of father, mother, sister, brother, spouse, son, daughter, grandparents, great grandparents, grandchildren, and great grandchildren. Additional time off may be taken as sick leave upon the approval of the Library Director.
- b. **Verification** Authorization for leave under this provision may be subject to the employee's submission of verification relative to the date, time and location of the funeral.
- c. In the event the funeral is to be held more than 300 miles away, one (1) additional day of leave, with pay, shall be granted before sick leave is used.

9.08 Sick Leave

- a. **Grant** Each full-time regular and regular part-time employee shall be granted sick leave with pay to be used only with the approval of the Library Director or designated representative concerned for absence due to personal illness or injury of the employee, the employee's spouse, children, stepchildren, and any of the following relatives who are living in the employee's home: father, father-in-law, stepfather, mother, mother-in-law, stepmother, sister, sister-in-law, brother, brother-in-law, grandparents, great grandparents, grandchildren, great grandchildren, and foster children. If the Library Director suspects that an employee may be abusing sick leave, the employee may be required by the Library Director to provide a certificate described in 9.08(d)(2) below for any absence under this provision.
- b. **Accrual** Each full-time regular employee shall accrue eight (8) hours of sick leave with pay per month. Each regular part-time employee shall accrue a proration, in accordance with 4.01, of sick leave with pay each month. Such leave is accrued as long as an employee is not on leave without pay basis.
- c. **Charge** Paid sick leave shall be charged on a fifteen minute basis for the actual duty time missed.

- d. **Use and Certification**
- 1) Employees shall be paid for sick leave only after the cause for said leave has been certified by the Library Director.
 - 2) Employees claiming sick leave over two and one-half (2 ½) working days may be required by the Library Director to file a certificate signed by a member engaged in the healing arts licensed by a state government which states the extent and nature of the illness or injury and states that the employee was incapacitated for work for the period of his/her absence. The statement is also to indicate that the employee is physically able to resume all work assignments consistent with the employee's classification.
- e. **Accumulation** Unused sick leave shall be cumulative up to and including nine hundred sixty (960) hours and may be used at any time as earned for absence due to any of the causes set forth.
- f. **Application** The above provisions are applicable to full-time regular and regular part-time employees only.

9.09 Maternity Leave

- a. **Grant** Maternity leave shall be granted if requested by the employee. Any temporary disabilities caused or contributed to by pregnancy and/or childbirth shall be considered a personal illness and all regular sick leave benefits, rules and regulations shall apply the same as any other illness.
- b. **Extended Maternity Leave Without Pay** A leave of absence beyond the time of medical confinement for pregnancy and childbirth may be granted without salary or sick leave benefits for a period not to exceed one year. If an extended leave of absence is anticipated, a request for a leave shall be filed with the Library Director thirty (30) days prior to the anticipated absence.

9.10 Inclement Weather Leave

When the Library is closed by the Library Director or designated representative due to inclement weather, full-time regular and part-time regular employees, if scheduled to work, shall be given wage credit for loss of regularly scheduled work hours on the day of said closing.

When the opening of the Library is delayed by the Library Director or designated representative due to inclement weather, the Library Director and a representative of the Union will mutually agree upon the wage credit that will be given to employees for loss of regularly scheduled work hours on the day of the delayed opening. The Library Director will then communicate this decision to the employees.

9.11 Injury Leave

- a. **Grant** When an employee sustains a personal injury arising out of and in the course of employment, the employee may, for the first three working days of total disability following the injury, use earned and unused sick leave credits. Beginning on the fourth calendar day of total disability following the date of injury and up to and including the fortieth (40) day of total disability, the Employer shall, at the election of the employee, pay the injured employee in addition to the Workers' Compensation benefits to which said employee is entitled, a sum which together with said Workers' Compensation benefits will equal 100% of the rated salary the employee would have received had he/she not been incapacitated. The difference between Workers' Compensation benefits and base salary plus longevity for the employee's current classification will be deducted from the earned and unused sick leave credits of the

employee. Upon expiration of an employee's accumulated and unused sick leave credit or after the fortieth (40) day, the employee shall be entitled only to the benefits payable under the Iowa Workers' Compensation Law.

- b. **Report of Injury** An employee who is physically able to and who fails to report within twenty-four hours of any injury, however minor, to his/her supervisor and to take such first aid or medical treatment from such person whom the Employer may designate as may be necessary, shall not be eligible for injury leave without a physician's statement indicating the employee is able to resume all work assignments consistent with the employee's classification.

9.12 Adoption Leave

Employees who have been approved for adoption may use up to thirty (30) days of their sick leave for absences related to the adoption.

ARTICLE 10 – GRIEVANCE PROCEDURE

10.01 Definition

A grievance shall be defined as a dispute or disagreement raised by an employee against the Employer involving the interpretation or application of the specific provisions of this Agreement. Grievances, as herein defined shall be processed in accordance with the procedure set forth in Section 10.05 below.

The Union may request a meeting with the Library Director to discuss a dispute or disagreement involving the interpretation or application of the specific provisions of this Agreement affecting employees in that department. The Union and the Library Director may agree to waive any step of the grievance procedure and commence a grievance at a higher step at such a meeting.

10.02 Probationary Employees

Probationary employees as set forth in Article 8 of this Agreement shall have no right to grieve on matters of discipline, removal or discharge.

10.03 Grant

Any full-time regular or regular part-time employee (hereinafter referred to in this Article as "employee") may process a grievance as outlined in this Article and shall have the right to representation by the Union in conference with any supervisor. The employee and the Union shall have copies of the written decisions issued by the Employer at each step of the procedure.

10.04 Appeals

- a. **Time Limits** All time limitations in this grievance procedure shall exclude Saturdays, Sundays and Holidays and may be extended by mutual agreement of the Library Director and the Union. All reference to days shall mean workdays.
- b. **Automatic Appeals** In the event the Employer does not respond within the time limits set forth, the Union may appeal the grievance to the next step.
- c. **Failure to Appeal** In the event the Union fails to appeal a grievance within the time limits set forth, the matter shall be considered resolved and not subject to further processing under the grievance procedure.

10.05 Procedure

- a. **Step One** An employee who claims a grievance shall present such grievance in writing, with or without his/her steward, to the immediate supervisor, within ten (10) working days after the receipt of knowledge of the alleged violation upon which the grievance is based. The immediate supervisor shall give a written answer to the grievance within ten (10) working days after the grievance was presented to him/her.
- b. **Step Two** The grievance shall be considered resolved unless within ten (10) days of the receipt of the response at Step 1, the employee and/or authorized Union representatives submit a written appeal to the Library Director or the Library Director's authorized representative. The Library Director shall respond in writing to the grievant within ten (10) days of the receipt of the grievance.

10.06 Grievance Processing

Grievances may be processed by a member of the Grievance Committee (steward) during working hours. All releases of employees from scheduled work time for any aspect of processing of grievances shall be subject to authorization of the Library Director.

10.07 Arbitration Procedure

As to those matters involving the interpretation of rights granted to employees in the bargaining unit by this Agreement, and in the event that such grievance is not then disposed of as aforesaid, the Union, no later than ten (10) workdays after receipt of the Library Director's decision, may request arbitration before an impartial arbitrator. A copy of said request stating the act or omission appealed from and the basis of the appeal shall be sent to the Library Director. Within ten (10) workdays after the notice of appeal to arbitration is given, the Library and the Union shall meet and endeavor to select an arbitrator. If, after three (3) days following the meeting, agreement as to the arbitrator is not reached, the Library and the Union shall request the Iowa Public Employment Relations Board to submit a panel of five (5) arbitrators. All of the candidates for arbitrator shall be members of the National Academy of Arbitrators. When such panel is reached, the Library and the Union shall alternately strike from such list, the appealing party making the initial strike, and the remaining person shall act as arbitrator. In order to be considered timely, a hearing regarding a grievance which is appealed to arbitration must be scheduled no later than sixty days from the date the grievance was appealed to arbitration. The arbitrator shall be empowered to convene to hear the evidence pursuant to such rules and procedure as he/she may adopt and to make a written decision which shall be final and binding. The parties shall bear equally the fees of the arbitrator and the record of any of the proceedings. The Library and the Union shall bear individually the cost and compensation of its own witnesses, exhibits, and representation.

10.08 Limitations on Grievance Arbitrators

- a. **Limitation** Arbitration shall be limited to:
 - 1) An interpretation of the Articles of this Agreement, and
 - 2) A grievance as herein defined arising out of the express terms of this Agreement.

- b. **Arbitrator's Authority** The arbitrator shall neither detract from nor modify the language of this Agreement in arriving at a determination of any issue that is presented that is proper for arbitration within the limitations expressed herein. The arbitrator shall have no authority to change wage rates or salaries. The arbitrator shall expressly confine himself/herself to the precise issues submitted for arbitration and shall have no authority to determine any other issue not so submitted to him/her or to submit observations or declarations of opinion, which are not directly essential in reaching the determination of issue submitted for decision.
- c. **Decision** The arbitrator shall submit the decision, in writing, within thirty (30) days after the conclusion of the hearing, or hearings, as the case may be, and the decision of the arbitrator so rendered shall be final and binding upon the employee involved and upon the parties to this contract. Where a dispute relates to the scale of wages or benefits in any way, any decision rendered shall not be retroactive more than twenty-four (24) days beyond the date on which the dispute was first presented as a grievance in writing.
- d. **Issues Arising Before or After Agreement** No issue whatsoever shall be arbitrated or subject to arbitration unless such issue results from an action or occurrence which takes place following the execution of this Agreement, and no arbitration determination, or award shall be made by an arbitrator which grants any right or relief for any period of time whatsoever prior to the execution date of this Agreement or following the termination of this Agreement.

ARTICLE 11 – NON-DISCRIMINATION

11.01 No Discrimination

The Board and the Union agree that their respective policies will not violate the rights or discriminate against any employee covered by this Agreement because of race, religion, sex, sexual orientation, gender identity, creed, color, age, national origin, marital status, disability, political affiliations, association, affiliation or non-association or in the applications or interpretations of this Agreement except as such conditions may constitute a bona fide occupational or assignment qualification.

11.02 Chapter 20

The Board and the Union further agree not to discriminate against individuals for exercising rights granted under Chapter 20 of the Code of Iowa.

11.03 Mutual Cooperation

The Board and the Union agree to cooperate by encouraging female and minority applicants for employment with the City's Affirmative Action Program.

ARTICLE 12 – EMPLOYEE STATUS

12.01 Employee Seniority

Seniority is determined by the length of continuous unbroken service as a regular employee of the Board. In computing seniority, periods of employee suspensions and leaves of absence without pay (except for work connected injury or illness) in excess of thirty (30) consecutive days per year shall be deducted from the employee's time of seniority and seniority for part-time employees shall be pro-rated based upon their hours of service.

12.02 Access to Personnel Files

- a. **Employee Access** Each employee shall, during normal business hours, have the right of access to his/her own personnel file. Such access shall be governed by the rules set out in Chapter 22 of the Iowa Code, "Examination of Public Records".
- b. **Copies** Each employee may have one copy of any item, excluding test materials, which may be contained in the employee's file.
- c. **Adverse Material** When any adverse material relating to an employee's conduct, including oral and written reprimands, is placed in an employee's file, it will be signed by the employee or the refusal to sign will be noted on the document and the employee will receive a copy of the material prior to its placement in the file. The signature of the employee only indicates acknowledgment that the employee received a copy of the material and does not indicate the employee's agreement with the contents of the document.

ARTICLE 13 – SAVINGS CLAUSE

13.01 Severability

If any article or section of this Agreement or any addendum thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction or if compliance with or enforcement of any article or section should be restrained by such tribunal, the remainder of this Agreement and addendum shall remain in full force and effect and the parties shall enter into immediate collective bargaining negotiations for the purpose of attempting to arrive at a mutual satisfactory replacement for such article or section.

ARTICLE 14 – NO STRIKE – NO LOCKOUT PROVISIONS

14.01 No Strike Clause

The Union, its officers, agents, members and employees covered by this Agreement agree that they will not, directly or indirectly, induce, instigate, encourage, authorize, ratify or participate in a "strike" against the Library Board. A "strike" shall mean an employee's refusal, in concerted action with others, to report to duty, or his/her willful absence from his/her position, or his/her stoppage of work, or his/her absence in whole or in part from the full, faithful and proper performance of the duties of employment, for the purpose of inducing, influencing or coercing a change in the conditions, compensations, rights, privileges or obligations of public employment.

14.02 Violations

Any violations of the foregoing provision may be made the subject of disciplinary action including discharge.

14.03 No Lockout Clause

The Board, its officers, agents and staff agree that they will not directly or indirectly, induce, instigate, encourage, authorize, ratify or participate in a "lockout". A "lockout" shall mean a cessation of work for the purpose of obtaining for the Library Board a concession or agreement from the Union in connection with labor negotiations.

ARTICLE 15 – INCOMPATIBLE ACTIVITIES

15.01 Prohibition Of

Any employee shall not engage in any employment activity or enterprise which is inconsistent, incompatible, or in conflict with his/her duties as a Library employee, or with the duties, functions, and responsibilities of the department by which he/she is employed.

15.02 Incompatible Activities

The following activities, said listing not to be construed as comprehensive or inclusive, shall be considered inconsistent, incompatible, or in conflict with Library employment:

- a. Any employment, activity or enterprise which involves the uses for private gain or advantage of the Board's time, facilities, equipment or supplies, prestige or influence of the Sioux City Public Library or its equipment.
- b. Any activity which involves the receipt or acceptance by the employee of any money or any other consideration from anyone other than the Board for the performance of an act which the employee would be required or expected to render in the regular course of the Library employment or a part of his/her duties as an employee.
- c. Any activity which involves the performance of an act other than capacity as an employee which may later be subject, directly or indirectly, to the control, inspection, review, audit or enforcement by such employee or by the department by which he/she is employed.
- d. Any activity which involves so much of the employee's time that it impairs attendance or efficiency in the performance of his/her duties as an employee.

15.03 Final Determination

The Library Director shall make a final determination when necessary, as to whether a specific activity is prohibited.

15.04 Political Activity

- a. **Solicitation on Work Time** An employee shall not, while performing official duties or while using Public Library equipment at the employee's disposal by reason of the position, solicit in any manner contribution for any political party or candidate or engage in any political activity during working hours that impairs the efficiency of the position or presence during the working hours.
- b. **Co-worker Solicitation** An employee who in any manner supervises another employee shall not directly or indirectly solicit the employee supervised to contribute money, anything of value, or service to a candidate seeking election, or a political party or candidate's political committee.
- c. **Candidates for Office** An employee who becomes a candidate for any elective public office, shall, upon request of the employee and commencing any time within thirty (30) days prior to a primary, special, or general election and continuing until after this thirty (30) day period, automatically be given a leave of absence without pay. An employee who is a candidate for any elective public office shall not campaign while on duty as an employee.
- d. **Opinions on Working Conditions** This Article shall not be construed to prohibit any employee or group of employees, individually or collectively, from expressing honest opinions and convictions, or making statements and comments concerning their wages or other conditions of their employment.

ARTICLE 16 – DURATION OF THE AGREEMENT

16.01 Term

This Agreement and any written amendment made and annexed hereto shall become effective on July 1, 2019, and shall continue in full force and effect until midnight, June 30, 2022, and unless a written notice is given between August 1, 2021, and September 1, 2021, by either party requesting a change or termination of the same and the party requesting a change or termination shall no later than September 10, 2021, serve upon the other party clear and specific demands relating to changes requested. Negotiations on impasse procedures shall commence no later than September 15, 2021.

16.02 Automatic Extension

In the event notice is not given as set forth above, then this Agreement shall automatically continue in effect from year to year until such notice is given.

**FOR LOCAL 7103, COMMUNICATIONS
WORKERS OF AMERICA, AFL-CIO**

FOR THE SIOUX CITY PUBLIC LIBRARY



CWA Representative



Chair of Public Library Board



Chair of Bargaining Unit



Library Director



Bargaining Committee



Library Board Secretary

APPENDIX "A"
Rules for Administration
of
Salary Schedule

Salary Schedule Administration The Library Director or designated representative shall be responsible for administrating the salary schedule according to the following provisions:

- a. **Beginning Salary Rate** Upon entrance into the Board's service, the employee shall be paid at Step 1 of the pay range the position is allocated. However, upon recommendation of the Library Director, appointments may be made at steps above the entry level.
- b. **Salary Adjustments** The remaining steps of the pay range of a position class shall be granted on a performance basis, as provided herein.

For each employee to become eligible for a performance advancement, a written statement as to the employee's performance since the employee's last advance in pay shall be prepared in writing by the Library Director. The Library Director shall grant the step pay increase unless, in his/her opinion and based upon supporting information contained in the written performance report, the pay increase should not be granted.

- c. **Pay Anniversary Dates** The anniversary date on which an employee shall become eligible for a performance advancement from the applicable permanent employment pay range step shall be, except as otherwise provided herein, either January 1st or July 1st, and shall be determined as follows:
 - 1) **January Anniversary** If an employee is appointed, promoted or advanced in pay between October 1st and March 31st, the anniversary date shall be January 1st.
 - 2) **July Anniversary** If an employee is appointed, promoted or advanced in pay between April 1st and September 30th of any year, the anniversary date shall be July 1st.
 - 3) **Eligibility** An employee shall be eligible for any authorized pay advance on the established anniversary date nearest to one year after the date of permanent appointment, promotion or pay advance. Such advance to be made effective at the beginning of the pay period in which the anniversary date falls.
- d. **Pay Rate Adjustments** The following personnel actions shall affect the pay status of an employee in the manner provided:
 - 1) **Transfer** When an employee is transferred to a position in another class, which class is assigned to the same pay grade as the employee's former class, the employee shall be entitled to the corresponding step in the grade of the class to which the employee transfers.
 - 2) **Promotion** When an employee is promoted to a position in a class assigned at a higher pay range than that assigned to the class to which the employee's previous position was allocated, the employee shall be advanced to Step 1 of the pay range for the class to which the employee is promoted, provided however, that if the employee's rate of pay prior to promotion was equal to, or more than, such rate for Sept 1, the employee shall be advanced to the next step above the rate the employee was receiving prior to promotion.
 - 3) **Demotion** Upon demotion, an employee normally shall receive a one-step decrease in pay. However, it shall be the responsibility of the Library Director or designated representative in each instance to determine the amount of the pay decrease, if any.

SALARY SCHEDULE

Library Bargaining Unit									
Salary Schedule - Effective June 23, 2019									
Class Code	Class Title	Pay System Code & Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
		L 2	12.0832	12.5330	12.9544	13.4043	13.9103	13.9381	Hourly
			966.66	1002.64	1036.35	1072.34	1112.82	1115.05	Biweekly
			25,133.04	26,068.57	26,945.09	27,880.97	28,933.43	28,991.30	Annual
		Deferred Compensation Match	0.50%	\$ 125.67	\$ 130.34	\$ 134.73	\$ 139.40	\$ 144.67	\$ 144.96
		L 3	12.5330	12.9544	13.4043	13.9103	14.4154	14.4443	Hourly
			1002.64	1036.35	1072.34	1112.82	1153.24	1155.54	Biweekly
			26,068.57	26,945.09	27,880.97	28,933.43	29,984.13	30,044.10	Annual
		Deferred Compensation Match	0.50%	\$ 130.34	\$ 134.73	\$ 139.40	\$ 144.67	\$ 149.92	\$ 150.22
		L 4	13.4295	13.8585	14.2877	14.7834	15.2786	15.3092	Hourly
			1074.36	1108.68	1143.02	1182.67	1222.29	1224.74	Biweekly
			27,933.26	28,825.68	29,718.46	30,749.37	31,779.58	31,843.14	Annual
		Deferred Compensation Match	0.50%	\$ 139.67	\$ 144.13	\$ 148.59	\$ 153.75	\$ 158.90	\$ 159.22
		L 5	13.8585	14.2877	14.7834	15.2786	15.8064	15.8380	Hourly
			1108.68	1143.02	1182.67	1222.29	1264.51	1267.04	Biweekly
			28,825.68	29,718.46	30,749.37	31,779.58	32,877.26	32,943.02	Annual
		Deferred Compensation Match	0.50%	\$ 144.13	\$ 148.59	\$ 153.75	\$ 158.90	\$ 164.39	\$ 164.72
		L 6	14.2877	14.7834	15.2786	15.8064	16.3671	16.3998	Hourly
			1143.02	1182.67	1222.29	1264.51	1309.37	1311.98	Biweekly
			29,718.46	30,749.37	31,779.58	32,877.26	34,043.49	34,111.58	Annual
		Deferred Compensation Match	0.50%	\$ 148.59	\$ 153.75	\$ 158.90	\$ 164.39	\$ 170.22	\$ 170.56
		L 7	14.7834	15.2786	15.8064	16.3671	16.8953	16.9291	Hourly
			1182.67	1222.29	1264.51	1309.37	1351.62	1354.33	Biweekly
			30,749.37	31,779.58	32,877.26	34,043.49	35,142.24	35,212.52	Annual
		Deferred Compensation Match	0.50%	\$ 153.75	\$ 158.90	\$ 164.39	\$ 170.22	\$ 175.71	\$ 176.06
		L 8	15.2786	15.8064	16.3671	16.8953	17.5227	17.5578	Hourly
			1222.29	1264.51	1309.37	1351.62	1401.82	1404.62	Biweekly
			31,779.58	32,877.26	34,043.49	35,142.24	36,447.31	36,520.20	Annual
		Deferred Compensation Match	0.50%	\$ 158.90	\$ 164.39	\$ 170.22	\$ 175.71	\$ 182.24	\$ 182.60
1110	Duplicating Technician	L 9	15.8064	16.3671	16.8953	17.5227	18.1166	18.1528	Hourly
			1264.51	1309.37	1351.62	1401.82	1449.32	1452.22	Biweekly
			32,877.26	34,043.49	35,142.24	36,447.31	37,682.43	37,757.79	Annual
		Deferred Compensation Match	0.50%	\$ 164.39	\$ 170.22	\$ 175.71	\$ 182.24	\$ 188.41	\$ 188.79
		L 10	16.3671	16.8953	17.5227	18.1166	18.8089	18.8465	Hourly
			1309.37	1351.62	1401.82	1449.32	1504.71	1507.72	Biweekly
			34,043.49	35,142.24	36,447.31	37,682.43	39,122.46	39,200.70	Annual
		Deferred Compensation Match	0.50%	\$ 170.22	\$ 175.71	\$ 182.24	\$ 188.41	\$ 195.61	\$ 196.00

2005	Library Service Associate	L 11	16.8953	17.5227	18.1166	18.8089	19.4360	19.4748		Hourly
			1351.62	1401.82	1449.32	1504.71	1554.88	1557.99		Biweekly
			35,142.24	36,447.31	37,682.43	39,122.46	40,426.82	40,507.68		Annual
Deferred Compensation Match			0.50%	\$ 175.71	\$ 182.24	\$ 188.41	\$ 195.61	\$ 202.13	\$ 202.54	
2002	Facilities Maintenance Worker	L 12	17.5227	18.1166	18.8089	19.4360	20.0629	20.1030		Hourly
1012	Clerk Steno III		1401.82	1449.32	1504.71	1554.88	1605.03	1608.24		Biweekly
1007	Clerk III		36,447.31	37,682.43	39,122.46	40,426.82	41,730.83	41,814.29		Annual
Deferred Compensation Match			0.50%	\$ 182.24	\$ 188.41	\$ 195.61	\$ 202.13	\$ 208.65	\$ 209.07	
6036	Custodian II	L 13	18.1166	18.8089	19.4360	20.0629	20.7895	20.8311		Hourly
			1449.32	1504.71	1554.88	1605.03	1663.16	1666.49		Biweekly
			37,682.43	39,122.46	40,426.82	41,730.83	43,242.23	43,328.71		Annual
Deferred Compensation Match			0.50%	\$ 188.41	\$ 195.61	\$ 202.13	\$ 208.65	\$ 216.21	\$ 216.64	
		L 14	18.8089	19.4360	20.0629	20.7895	21.4496	21.4925		Hourly
			1504.71	1554.88	1605.03	1663.16	1715.97	1719.40		Biweekly
			39,122.46	40,426.82	41,730.83	43,242.23	44,615.13	44,704.36		Annual
Deferred Compensation Match			0.50%	\$ 195.61	\$ 202.13	\$ 208.65	\$ 216.21	\$ 223.08	\$ 223.52	
		L 15	19.4360	20.0629	20.7895	21.4496	22.2744	22.3189		Hourly
			1554.88	1605.03	1663.16	1715.97	1781.95	1785.52		Biweekly
			40,426.82	41,730.83	43,242.23	44,615.13	46,330.73	46,423.39		Annual
Deferred Compensation Match			0.50%	\$ 202.13	\$ 208.65	\$ 216.21	\$ 223.08	\$ 231.65	\$ 232.12	
		L 16	20.0629	20.7895	21.4496	22.2744	23.0333	24.0560	24.2123	Hourly
			1605.03	1663.16	1715.97	1781.95	1842.66	1924.48	1936.99	Biweekly
			41,730.83	43,242.23	44,615.13	46,330.73	47,909.25	50,036.44	50,361.68	Annual
Deferred Compensation Match			0.50%	\$ 208.65	\$ 216.21	\$ 223.08	\$ 231.65	\$ 239.55	\$ 250.18	\$ 251.81
2008	Library Assistant	L 17	20.7895	21.4496	22.2744	23.0333	24.0560	25.0129	25.1755	Hourly
			1663.16	1715.97	1781.95	1842.66	1924.48	2001.03	2014.04	Biweekly
			43,242.23	44,615.13	46,330.73	47,909.25	50,036.44	52,026.90	52,365.08	Annual
Deferred Compensation Match			0.50%	\$ 216.21	\$ 223.08	\$ 231.65	\$ 239.55	\$ 250.18	\$ 260.13	\$ 261.83
		L 18	21.4496	22.2744	23.0333	24.0560	25.0129	26.1024	26.2720	Hourly
			1715.97	1781.95	1842.66	1924.48	2001.03	2088.19	2101.76	Biweekly
			44,615.13	46,330.73	47,909.25	50,036.44	52,026.90	54,292.94	54,645.84	Annual
Deferred Compensation Match			0.50%	\$ 223.08	\$ 231.65	\$ 239.55	\$ 250.18	\$ 260.13	\$ 271.46	\$ 273.23
		L 19	22.2744	23.0333	24.0560	25.0129	26.1024	27.2244	27.4014	Hourly
			1781.95	1842.66	1924.48	2001.03	2088.19	2177.95	2192.11	Biweekly
			46,330.73	47,909.25	50,036.44	52,026.90	54,292.94	56,626.80	56,994.88	Annual
Deferred Compensation Match			0.50%	\$ 231.65	\$ 239.55	\$ 250.18	\$ 260.13	\$ 271.46	\$ 283.13	\$ 284.97
		L 20	23.0333	24.0560	25.0129	26.1024	27.2244	28.4127	28.5974	Hourly
			1842.66	1924.48	2001.03	2088.19	2177.95	2273.02	2287.79	Biweekly
			47,909.25	50,036.44	52,026.90	54,292.94	56,626.80	59,098.45	59,482.59	Annual
Deferred Compensation Match			0.50%	\$ 239.55	\$ 250.18	\$ 260.13	\$ 271.46	\$ 283.13	\$ 295.49	\$ 297.41

	L 21	24.0560	25.0129	26.1024	27.2244	28.4127	29.7323	29.9256	Hourly
		1924.48	2001.03	2088.19	2177.95	2273.02	2378.58	2394.05	Biweekly
		50,036.44	52,026.90	54,292.94	56,626.80	59,098.45	61,843.20	62,245.18	Annual
Deferred Compensation Match	0.50%	\$ 250.18	\$ 260.13	\$ 271.46	\$ 283.13	\$ 295.49	\$ 309.22	\$ 311.23	
	L 22	25.0129	26.1024	27.2244	28.4127	29.7323	30.9208	31.1218	Hourly
		2001.03	2088.19	2177.95	2273.02	2378.58	2473.66	2489.74	Biweekly
		52,026.90	54,292.94	56,626.80	59,098.45	61,843.20	64,315.21	64,733.25	Annual
Deferred Compensation Match	0.50%	\$ 260.13	\$ 271.46	\$ 283.13	\$ 295.49	\$ 309.22	\$ 321.58	\$ 323.67	
Reference									
2010 Librarian	L 23	26.9423	28.1005	29.3270	30.6890	31.9157	33.3116	33.5282	Hourly
		2155.38	2248.04	2346.16	2455.12	2553.26	2664.93	2682.25	Biweekly
		56,039.99	58,448.95	61,000.14	63,833.21	66,384.75	69,288.20	69,738.58	Annual
Deferred Compensation Match	0.50%	\$ 280.20	\$ 292.24	\$ 305.00	\$ 319.17	\$ 331.92	\$ 346.44	\$ 348.69	
	L 24	27.2244	28.4127	29.7323	30.9208	32.2731	33.7589	33.9783	Hourly
		2177.95	2273.02	2378.58	2473.66	2581.85	2700.71	2718.26	Biweekly
		56,626.80	59,098.45	61,843.20	64,315.21	67,128.14	70,218.41	70,674.83	Annual
Deferred Compensation Match	0.50%	\$ 283.13	\$ 295.49	\$ 309.22	\$ 321.58	\$ 335.64	\$ 351.09	\$ 353.37	

Library Bargaining Unit									
Salary Schedule - Effective June 21, 2020									
Class Code	Class Title	Pay System Code & Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
		L 2	12.4155	12.8776	13.3106	13.7729	14.2928	14.3214	Hourly
			993.24	1030.21	1064.85	1101.83	1143.43	1145.71	Biweekly
			25,824.20	26,785.45	27,686.08	28,647.70	29,729.10	29,788.56	Annual
		Deferred Compensation Match	0.75%	\$ 193.68	\$ 200.89	\$ 207.65	\$ 214.86	\$ 222.97	\$ 223.41
		L 3	12.8776	13.3106	13.7729	14.2928	14.8119	14.8415	Hourly
			1030.21	1064.85	1101.83	1143.43	1184.95	1187.32	Biweekly
			26,785.45	27,686.08	28,647.70	29,729.10	30,808.70	30,870.31	Annual
		Deferred Compensation Match	0.75%	\$ 200.89	\$ 207.65	\$ 214.86	\$ 222.97	\$ 231.07	\$ 231.53
		L 4	13.7988	14.2396	14.6806	15.1899	15.6988	15.7302	Hourly
			1103.90	1139.17	1174.45	1215.19	1255.90	1258.42	Biweekly
			28,701.42	29,618.39	30,535.71	31,594.98	32,653.52	32,718.82	Annual
		Deferred Compensation Match	0.75%	\$ 215.26	\$ 222.14	\$ 229.02	\$ 236.96	\$ 244.90	\$ 245.39
		L 5	14.2396	14.6806	15.1899	15.6988	16.2411	16.2735	Hourly
			1139.17	1174.45	1215.19	1255.90	1299.28	1301.88	Biweekly
			29,618.39	30,535.71	31,594.98	32,653.52	33,781.39	33,848.95	Annual
		Deferred Compensation Match	0.75%	\$ 222.14	\$ 229.02	\$ 236.96	\$ 244.90	\$ 253.36	\$ 253.87
		L 6	14.6806	15.1899	15.6988	16.2411	16.8172	16.8508	Hourly
			1174.45	1215.19	1255.90	1299.28	1345.37	1348.06	Biweekly
			30,535.71	31,594.98	32,653.52	33,781.39	34,979.69	35,049.65	Annual
		Deferred Compensation Match	0.75%	\$ 229.02	\$ 236.96	\$ 244.90	\$ 253.36	\$ 262.35	\$ 262.87
		L 7	15.1899	15.6988	16.2411	16.8172	17.3599	17.3946	Hourly
			1215.19	1255.90	1299.28	1345.37	1388.79	1391.57	Biweekly
			31,594.98	32,653.52	33,781.39	34,979.69	36,108.65	36,180.87	Annual
		Deferred Compensation Match	0.75%	\$ 236.96	\$ 244.90	\$ 253.36	\$ 262.35	\$ 270.81	\$ 271.36
		L 8	15.6988	16.2411	16.8172	17.3599	18.0046	18.0406	Hourly
			1255.90	1299.28	1345.37	1388.79	1440.37	1443.25	Biweekly
			32,653.52	33,781.39	34,979.69	36,108.65	37,449.61	37,524.51	Annual
		Deferred Compensation Match	0.75%	\$ 244.90	\$ 253.36	\$ 262.35	\$ 270.81	\$ 280.87	\$ 281.43
1110	Duplicating Technician	L 9	16.2411	16.8172	17.3599	18.0046	18.6148	18.6520	Hourly
			1299.28	1345.37	1388.79	1440.37	1489.18	1492.16	Biweekly
			33,781.39	34,979.69	36,108.65	37,449.61	38,718.69	38,796.13	Annual
		Deferred Compensation Match	0.75%	\$ 253.36	\$ 262.35	\$ 270.81	\$ 280.87	\$ 290.39	\$ 290.97
		L 10	16.8172	17.3599	18.0046	18.6148	19.3261	19.3648	Hourly
			1345.37	1388.79	1440.37	1489.18	1546.09	1549.18	Biweekly
			34,979.69	36,108.65	37,449.61	38,718.69	40,198.32	40,278.72	Annual
		Deferred Compensation Match	0.75%	\$ 262.35	\$ 270.81	\$ 280.87	\$ 290.39	\$ 301.49	\$ 302.09

2005	Library Service Associate	L 11	17.3599 1388.79 36,108.65	18.0046 1440.37 37,449.61	18.6148 1489.18 38,718.69	19.3261 1546.09 40,198.32	19.9705 1597.64 41,538.56	20.0104 1600.83 41,621.64	Hourly Biweekly Annual	
Deferred Compensation Match			0.75%	\$ 270.81	\$ 280.87	\$ 290.39	\$ 301.49	\$ 311.54	\$ 312.16	
2002	Facilities Maintenance Worker	L 12	18.0046 1440.37 37,449.61	18.6148 1489.18 38,718.69	19.3261 1546.09 40,198.32	19.9705 1597.64 41,538.56	20.6146 1649.17 42,878.43	20.6559 1652.47 42,964.19	Hourly Biweekly Annual	
Deferred Compensation Match			0.75%	\$ 280.87	\$ 290.39	\$ 301.49	\$ 311.54	\$ 321.59	\$ 322.23	
6036	Custodian II	L 13	18.6148 1489.18 38,718.69	19.3261 1546.09 40,198.32	19.9705 1597.64 41,538.56	20.6146 1649.17 42,878.43	21.3612 1708.90 44,431.39	21.4040 1712.32 44,520.25	Hourly Biweekly Annual	
Deferred Compensation Match			0.75%	\$ 290.39	\$ 301.49	\$ 311.54	\$ 321.59	\$ 333.24	\$ 333.90	
		L 14	19.3261 1546.09 40,198.32	19.9705 1597.64 41,538.56	20.6146 1649.17 42,878.43	21.3612 1708.90 44,431.39	22.0394 1763.16 45,842.05	22.0835 1766.68 45,933.73	Hourly Biweekly Annual	
Deferred Compensation Match			0.75%	\$ 301.49	\$ 311.54	\$ 321.59	\$ 333.24	\$ 343.82	\$ 344.50	
		L 15	19.9705 1597.64 41,538.56	20.6146 1649.17 42,878.43	21.3612 1708.90 44,431.39	22.0394 1763.16 45,842.05	22.8869 1830.95 47,604.83	22.9327 1834.62 47,700.04	Hourly Biweekly Annual	
Deferred Compensation Match			0.75%	\$ 311.54	\$ 321.59	\$ 333.24	\$ 343.82	\$ 357.04	\$ 357.75	
		L 16	20.6146 1649.17 42,878.43	21.3612 1708.90 44,431.39	22.0394 1763.16 45,842.05	22.8869 1830.95 47,604.83	23.6667 1893.34 49,226.76	24.7175 1977.40 51,412.44	24.8782 1990.25 51,746.62	Hourly Biweekly Annual
Deferred Compensation Match			0.75%	\$ 321.59	\$ 333.24	\$ 343.82	\$ 357.04	\$ 369.20	\$ 385.59	\$ 388.10
2008	Library Assistant	L 17	21.3612 1708.90 44,431.39	22.0394 1763.16 45,842.05	22.8869 1830.95 47,604.83	23.6667 1893.34 49,226.76	24.7175 1977.40 51,412.44	25.7008 2056.06 53,457.64	25.8678 2069.43 53,805.12	Hourly Biweekly Annual
Deferred Compensation Match			0.75%	\$ 333.24	\$ 343.82	\$ 357.04	\$ 369.20	\$ 385.59	\$ 400.93	\$ 403.54
		L 18	22.0394 1763.16 45,842.05	22.8869 1830.95 47,604.83	23.6667 1893.34 49,226.76	24.7175 1977.40 51,412.44	25.7008 2056.06 53,457.64	26.8202 2145.62 55,785.99	26.9945 2159.56 56,148.60	Hourly Biweekly Annual
Deferred Compensation Match			0.75%	\$ 343.82	\$ 357.04	\$ 369.20	\$ 385.59	\$ 400.93	\$ 418.39	\$ 421.11
		L 19	22.8869 1830.95 47,604.83	23.6667 1893.34 49,226.76	24.7175 1977.40 51,412.44	25.7008 2056.06 53,457.64	26.8202 2145.62 55,785.99	27.9731 2237.85 58,184.04	28.1549 2252.39 58,562.24	Hourly Biweekly Annual
Deferred Compensation Match			0.75%	\$ 357.04	\$ 369.20	\$ 385.59	\$ 400.93	\$ 418.39	\$ 436.38	\$ 439.22
		L 20	23.6667 1893.34 49,226.76	24.7175 1977.40 51,412.44	25.7008 2056.06 53,457.64	26.8202 2145.62 55,785.99	27.9731 2237.85 58,184.04	29.1941 2335.53 60,723.66	29.3838 2350.71 61,118.37	Hourly Biweekly Annual
Deferred Compensation Match			0.75%	\$ 369.20	\$ 385.59	\$ 400.93	\$ 418.39	\$ 436.38	\$ 455.43	\$ 458.39
		L 21	24.7175 1977.40 51,412.44	25.7008 2056.06 53,457.64	26.8202 2145.62 55,785.99	27.9731 2237.85 58,184.04	29.1941 2335.53 60,723.66	30.5499 2444.00 63,543.89	30.7485 2459.88 63,956.93	Hourly Biweekly Annual
Deferred Compensation Match			0.75%	\$ 385.59	\$ 400.93	\$ 418.39	\$ 436.38	\$ 455.43	\$ 476.58	\$ 479.68

	L 22	25.7008	26.8202	27.9731	29.1941	30.5499	31.7711	31.9776	<i>Hourly</i>
		2056.06	2145.62	2237.85	2335.53	2444.00	2541.69	2558.21	<i>Biwkly</i>
		53,457.64	55,785.99	58,184.04	60,723.66	63,543.89	66,083.87	66,513.42	<i>Annual</i>
Deferred Compensation Match	0.75%	\$ 400.93	\$ 418.39	\$ 436.38	\$ 455.43	\$ 476.58	\$ 495.63	\$ 498.85	
Reference									
2010 Librarian	L 23	27.6832	28.8732	30.1335	31.5330	32.7934	34.2277	34.4502	<i>Hourly</i>
		2214.66	2309.86	2410.68	2522.64	2623.47	2738.22	2756.01	<i>Biwkly</i>
		57,581.09	60,056.30	62,677.64	65,588.62	68,210.34	71,193.63	71,656.39	<i>Annual</i>
Deferred Compensation Match	0.75%	\$ 431.86	\$ 450.42	\$ 470.08	\$ 491.91	\$ 511.58	\$ 533.95	\$ 537.42	
	L 24	27.9731	29.1941	30.5499	31.7711	33.1607	34.6872	34.9127	<i>Hourly</i>
		2237.85	2335.53	2444.00	2541.69	2652.85	2774.98	2793.01	<i>Biwkly</i>
		58,184.04	60,723.66	63,543.89	66,083.87	68,974.16	72,149.42	72,618.39	<i>Annual</i>
Deferred Compensation Match	0.75%	\$ 436.38	\$ 455.43	\$ 476.58	\$ 495.63	\$ 517.31	\$ 541.12	\$ 544.64	

Library Bargaining Unit									
Salary Schedule - Effective June 20, 2021									
Class Code	Class Title	Pay System Code & Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
		L 2	12.7569	13.2318	13.6767	14.1517	14.6859	14.7153	<i>Hourly</i>
			1020.55	1058.54	1094.13	1132.13	1174.87	1177.22	<i>Biweekly</i>
			26,534.37	27,522.05	28,447.45	29,435.51	30,546.65	30,607.75	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 265.34	\$ 275.22	\$ 284.47	\$ 294.36	\$ 305.47	\$ 306.08	
		L 3	13.2318	13.6767	14.1517	14.6859	15.2192	15.2496	<i>Hourly</i>
			1058.54	1094.13	1132.13	1174.87	1217.54	1219.97	<i>Biweekly</i>
			27,522.05	28,447.45	29,435.51	30,546.65	31,655.94	31,719.25	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 275.22	\$ 284.47	\$ 294.36	\$ 305.47	\$ 316.56	\$ 317.19	
		L 4	14.1782	14.6312	15.0843	15.6076	16.1305	16.1628	<i>Hourly</i>
			1134.26	1170.50	1206.75	1248.61	1290.44	1293.02	<i>Biweekly</i>
			29,490.71	30,432.89	31,375.44	32,463.84	33,551.49	33,618.59	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 294.91	\$ 304.33	\$ 313.75	\$ 324.64	\$ 335.51	\$ 336.19	
		L 5	14.6312	15.0843	15.6076	16.1305	16.6877	16.7211	<i>Hourly</i>
			1170.50	1206.75	1248.61	1290.44	1335.01	1337.68	<i>Biweekly</i>
			30,432.89	31,375.44	32,463.84	33,551.49	34,710.38	34,779.80	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 304.33	\$ 313.75	\$ 324.64	\$ 335.51	\$ 347.10	\$ 347.80	
		L 6	15.0843	15.6076	16.1305	16.6877	17.2796	17.3142	<i>Hourly</i>
			1206.75	1248.61	1290.44	1335.01	1382.37	1385.14	<i>Biweekly</i>
			31,375.44	32,463.84	33,551.49	34,710.38	35,941.63	36,013.51	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 313.75	\$ 324.64	\$ 335.51	\$ 347.10	\$ 359.42	\$ 360.14	
		L 7	15.6076	16.1305	16.6877	17.2796	17.8373	17.8730	<i>Hourly</i>
			1248.61	1290.44	1335.01	1382.37	1426.99	1429.84	<i>Biweekly</i>
			32,463.84	33,551.49	34,710.38	35,941.63	37,101.64	37,175.84	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 324.64	\$ 335.51	\$ 347.10	\$ 359.42	\$ 371.02	\$ 371.76	
		L 8	16.1305	16.6877	17.2796	17.8373	18.4997	18.5367	<i>Hourly</i>
			1290.44	1335.01	1382.37	1426.99	1479.98	1482.94	<i>Biweekly</i>
			33,551.49	34,710.38	35,941.63	37,101.64	38,479.47	38,556.43	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 335.51	\$ 347.10	\$ 359.42	\$ 371.02	\$ 384.79	\$ 385.56	
1110	Duplicating Technician	L 9	16.6877	17.2796	17.8373	18.4997	19.1267	19.1649	<i>Hourly</i>
			1335.01	1382.37	1426.99	1479.98	1530.13	1533.19	<i>Biweekly</i>
			34,710.38	35,941.63	37,101.64	38,479.47	39,783.46	39,863.03	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 347.10	\$ 359.42	\$ 371.02	\$ 384.79	\$ 397.83	\$ 398.63	
		L 10	17.2796	17.8373	18.4997	19.1267	19.8576	19.8973	<i>Hourly</i>
			1382.37	1426.99	1479.98	1530.13	1588.61	1591.78	<i>Biweekly</i>
			35,941.63	37,101.64	38,479.47	39,783.46	41,303.78	41,386.39	<i>Annual</i>
	Deferred Compensation Match	1.00%	\$ 359.42	\$ 371.02	\$ 384.79	\$ 397.83	\$ 413.04	\$ 413.86	

2005	Library Service Associate	L 11	17.8373 1426.99 37,101.64	18.4997 1479.98 38,479.47	19.1267 1530.13 39,783.46	19.8576 1588.61 41,303.78	20.5196 1641.57 42,680.87	20.5607 1644.86 42,766.23	Hourly Biweekly Annual	
Deferred Compensation Match			1.00%	\$ 371.02	\$ 384.79	\$ 397.83	\$ 413.04	\$ 426.81	\$ 427.66	
2002	Facilities Maintenance Worker	L 12	18.4997 1479.98 38,479.47	19.1267 1530.13 39,783.46	19.8576 1588.61 41,303.78	20.5196 1641.57 42,680.87	21.1815 1694.52 44,057.59	21.2239 1697.91 44,145.70	Hourly Biweekly Annual	
Deferred Compensation Match			1.00%	\$ 384.79	\$ 397.83	\$ 413.04	\$ 426.81	\$ 440.58	\$ 441.46	
6036	Custodian II	L 13	19.1267 1530.13 39,783.46	19.8576 1588.61 41,303.78	20.5196 1641.57 42,680.87	21.1815 1694.52 44,057.59	21.9487 1755.89 45,653.25	21.9926 1759.41 45,744.56	Hourly Biweekly Annual	
Deferred Compensation Match			1.00%	\$ 397.83	\$ 413.04	\$ 426.81	\$ 440.58	\$ 456.53	\$ 457.45	
		L 14	19.8576 1588.61 41,303.78	20.5196 1641.57 42,680.87	21.1815 1694.52 44,057.59	21.9487 1755.89 45,653.25	22.6455 1811.64 47,102.70	22.6908 1815.27 47,196.91	Hourly Biweekly Annual	
Deferred Compensation Match			1.00%	\$ 413.04	\$ 426.81	\$ 440.58	\$ 456.53	\$ 471.03	\$ 471.97	
		L 15	20.5196 1641.57 42,680.87	21.1815 1694.52 44,057.59	21.9487 1755.89 45,653.25	22.6455 1811.64 47,102.70	23.5163 1881.31 48,913.96	23.5634 1885.07 49,011.79	Hourly Biweekly Annual	
Deferred Compensation Match			1.00%	\$ 426.81	\$ 440.58	\$ 456.53	\$ 471.03	\$ 489.14	\$ 490.12	
		L 16	21.1815 1694.52 44,057.59	21.9487 1755.89 45,653.25	22.6455 1811.64 47,102.70	23.5163 1881.31 48,913.96	24.3175 1945.40 50,580.49	25.3973 2031.78 52,826.29	25.5623 2044.99 53,169.66	Hourly Biweekly Annual
Deferred Compensation Match			1.00%	\$ 440.58	\$ 456.53	\$ 471.03	\$ 489.14	\$ 505.80	\$ 528.26	\$ 531.70
2008	Library Assistant	L 17	21.9487 1755.89 45,653.25	22.6455 1811.64 47,102.70	23.5163 1881.31 48,913.96	24.3175 1945.40 50,580.49	25.3973 2031.78 52,826.29	26.4076 2112.60 54,927.73	26.5792 2126.34 55,284.76	Hourly Biweekly Annual
Deferred Compensation Match			1.00%	\$ 456.53	\$ 471.03	\$ 489.14	\$ 505.80	\$ 528.26	\$ 549.28	\$ 552.85
		L 18	22.6455 1811.64 47,102.70	23.5163 1881.31 48,913.96	24.3175 1945.40 50,580.49	25.3973 2031.78 52,826.29	26.4076 2112.60 54,927.73	27.5577 2204.62 57,320.11	27.7369 2218.95 57,692.69	Hourly Biweekly Annual
Deferred Compensation Match			1.00%	\$ 471.03	\$ 489.14	\$ 505.80	\$ 528.26	\$ 549.28	\$ 573.20	\$ 576.93
		L 19	23.5163 1881.31 48,913.96	24.3175 1945.40 50,580.49	25.3973 2031.78 52,826.29	26.4076 2112.60 54,927.73	27.5577 2204.62 57,320.11	28.7424 2299.39 59,784.10	28.9292 2314.33 60,172.70	Hourly Biweekly Annual
Deferred Compensation Match			1.00%	\$ 489.14	\$ 505.80	\$ 528.26	\$ 549.28	\$ 573.20	\$ 597.84	\$ 601.73
		L 20	24.3175 1945.40 50,580.49	25.3973 2031.78 52,826.29	26.4076 2112.60 54,927.73	27.5577 2204.62 57,320.11	28.7424 2299.39 59,784.10	29.9969 2399.75 62,393.56	30.1919 2415.35 62,799.12	Hourly Biweekly Annual
Deferred Compensation Match			1.00%	\$ 505.80	\$ 528.26	\$ 549.28	\$ 573.20	\$ 597.84	\$ 623.94	\$ 627.99
		L 21	25.3973 2031.78 52,826.29	26.4076 2112.60 54,927.73	27.5577 2204.62 57,320.11	28.7424 2299.39 59,784.10	29.9969 2399.75 62,393.56	31.3901 2511.21 65,291.35	31.5941 2527.53 65,715.74	Hourly Biweekly Annual
Deferred Compensation Match			1.00%	\$ 528.26	\$ 549.28	\$ 573.20	\$ 597.84	\$ 623.94	\$ 652.91	\$ 657.16

	L 22	26.4076	27.5577	28.7424	29.9969	31.3901	32.6448	32.8570	<i>Hourly</i>
		2112.60	2204.62	2299.39	2399.75	2511.21	2611.58	2628.56	<i>Biwkly</i>
		54,927.73	57,320.11	59,784.10	62,393.56	65,291.35	67,901.18	68,342.54	<i>Annual</i>
Deferred Compensation Match		1.00%	\$ 549.28	\$ 573.20	\$ 597.84	\$ 623.94	\$ 652.91	\$ 679.01	\$ 683.43
2010	Reference Librarian	L 23	28.4445	29.6672	30.9622	32.4001	33.6952	35.1690	<i>Hourly</i>
			2275.56	2373.38	2476.97	2592.01	2695.62	2813.52	<i>Biwkly</i>
			59,164.57	61,707.85	64,401.28	67,392.31	70,086.12	73,151.45	<i>Annual</i>
Deferred Compensation Match		1.00%	\$ 591.65	\$ 617.08	\$ 644.01	\$ 673.92	\$ 700.86	\$ 731.51	\$ 736.27
		L 24	28.7424	29.9969	31.3901	32.6448	34.0726	35.6411	<i>Hourly</i>
			2299.39	2399.75	2511.21	2611.58	2725.81	2851.29	<i>Biwkly</i>
			59,784.10	62,393.56	65,291.35	67,901.18	70,870.95	74,133.52	<i>Annual</i>
Deferred Compensation Match		1.00%	\$ 597.84	\$ 623.94	\$ 652.91	\$ 679.01	\$ 708.71	\$ 741.34	\$ 746.15