

TO: Finance Committee

FROM: Julie Trimbell, Human Resources

DATE: May 30, 2017

SUBJECT: Librarian 2 – Sequoya Library

Library Director Greg Mickells is requesting an increase in the FTE percentage of Librarian 2 position #524 (currently 0.8 FTE and underfilled as a Librarian 1 by Ms. Rebecca Millerjohn) in CG33, Range 02. The increase would provide greater capacity for Bubbler and Youth Services programming in locations throughout the community, as well as in other library locations. Upon reviewing the proposal and justification submitted by the Library, I recommend recreation of the 0.8 FTE Librarian 2 position, #524, to a 1.0 FTE position.

The responsibilities of this position include Bubbler and Youth Services programming at the Sequoya Library, other libraries and locations throughout the community. This position has led the Library’s participation in the Making Spaces project, a national initiative to jumpstart and support Making in public schools through projects and professional development for educators. Madison Public Library is the first and only public library nationally working with Making Spaces, which is a partnership of Google, MakerEd, and the Children’s Museum of Pittsburgh. An increase in FTE will support the growth of this project without diminishing programming services at other locations, and will allow the Library to focus on increasing programming outside of library buildings and in underserved neighborhoods. The Library is kicking off the project by working with six schools within the Madison Metropolitan School District.

Madison Public Library intends to fund the increase in FTE through salary savings resulting from holding vacancies open during 2017. Additional reconfiguration in staffing is planned for 2018 and will be reflected in the 2018 salary budget.

Based on the prior analysis, I recommend recreation of the Librarian 2 position #524 from 0.8 FTE to 1.0 FTE, within the Library operating budget

The necessary resolution to implement this recommendation has been drafted.

Editor’s Note:

Compensation Group/Range	2017 Annual Minimum (Step 1)	2017 Annual Maximum (Step 5)	2017 Annual Maximum +12% longevity
33/02	\$55,358	\$65,181	\$73,002

cc: Greg Mickells – Library Director
 Krissy Wick – Library Associate Director
 Marc Gartler – Librarian 3
 Greg Leifer – Employee and Labor Relations Manager