

CLEVELAND PUBLIC LIBRARY

Human Resources Committee

March 14, 2023

**RESOLUTION AUTHORIZING CREATION OF NEW PAGE CLASSIFICATION
AND OFF-STEP SALARY INCREASE FOR SUBSTITUTES**

WHEREAS, On August 29, 2019, the Board of Library Trustees adopted a resolution authorizing a new pay rate for substitutes, and on July 6, 2021, the Board of Library Trustees adopted a new pay structure for all other non-bargaining unit employees except for pages and substitutes; and

WHEREAS, On November 18, 2021, the Board of Library Trustees adopted a resolution authorizing a pay rate increase of \$13.00 per hour for all pages and also authorizing the Library Administration to implement an annual wage increase in the amount offered to other non-bargaining unit employees for all then-current pages employed as of the date of that Resolution; and

WHEREAS, The Human Resources Department has evaluated a new employment option for Library pages whereby the role would consist of both “Page 1” and “Page 2,” with differences between the employee age eligibility, hourly rate, weekly hours, and work locations, as reflected herein:

	Page 1	Page 2
Age Range	14+ years of age	>18 years of age
Hourly Wage	\$13 per hour	\$15 per hour
Hours Per Week	12 – 17 hours per week	25 hours per week
Location	Dedicated branch or department	Could float amongst departments or branches

; and

WHEREAS, In order to remain competitive in today’s labor market and to provide both an employment option for high school students and an improved employment proposition for adults, the Library Administration believes that adopting this two-tiered Page 1 and Page 2 structure will attract more adult candidates due to increased hour availability, retain Pages through their ability to be promoted to Page 2, and

reduce turnover and the Library's costs associated with hiring and training new staff; and

WHEREAS, In order to remain competitive in today's labor market and to recognize their contribution to the Library, the Library Administration also desires to institute a new off-step pay rate increase of 3.5% for all substitutes hired before January 1, 2022 and who are in good standing with the Library; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby approves and authorizes the Executive Director, CEO, the Chief Financial Officer, and the Chief Talent Officer to implement the new Page 1 and Page 2 classifications and their proposed associated hourly rates, with the implementation and timing of this new Page 1 and Page 2 structure entrusted to the Chief Talent Officer and the Library's Human Resources Department; and be it further

RESOLVED, That the Executive Director, CEO, the Chief Financial Officer, and the Chief Talent Officer are authorized to implement a 3.5% off-step pay rate increase for all Library substitutes hired before January 1, 2022 and who are in good standing with the Library as of the date of this Resolution, which increase for qualifying substitutes shall be effective beginning on the first pay period after this Resolution.