

Oshkosh Public Library
Proposed Personnel Policy Revision
December 19, 2019

REASON FOR REVISION

The pay plan for library Pages was last revised by the library board at its March 29, 2012 regular meeting. The pattern of setting a starting hourly wage for newly hired library Pages and an annual increase amount for Page employees whose performance meets expectations was established at that time. The proposed revision calls for asking library board approval for changes to the Page pay plan at the same time each year that it approves the pay plan for all other employees. The recommended starting and incremental wage for Pages will appear as a footnote to the pay plan matrix for all other employees.

REVISED POLICY

109 SALARY ADMINISTRATION

1. Pay Plan – The Library administers two pay plans: one for all employees except Pages and one for Pages. The pay plan for most library employees is modeled after that administered by the City of Oshkosh for its employees who are not represented by unions. It includes a schedule of pay ranges consisting of a minimum and maximum rate of pay for each position class. The Page pay plan sets a starting hourly wage rate for new employees in that class and an annual increase amount in the rate for employees who meet work expectations. It appears as a footnote to the recommended pay plan for all other employees, and both pay plans will be considered by the library board together. The objective of each pay plan is to provide an appropriate salary structure to recruit and retain the required number of Library employees.

(Section 109.1. revised December 19, 2019)

MARK-UP OF CURRENT POLICY

109 SALARY ADMINISTRATION

1. Pay Plan – The Library administers two pay plans: one for all employees except Pages ~~(hereafter referred to as the Pay Plan)~~ and ~~another one~~ for Pages ~~(hereafter, the Page Pay Plan)~~. The ~~Pay Plan~~ pay plan for most library employees is modeled after that administered by the City of Oshkosh for its employees who are not represented by unions. It includes ~~the~~ a schedule of pay ranges consisting of a minimum and maximum rate of pay for ~~all classes of positions~~ each position class. ~~The objective of each pay plan is to provide an appropriate salary structure to recruit and retain the required number of Library employees.~~ The Page pay plan sets a starting hourly wage rate for new employees in that class and an annual increase amount in the rate for employees who meet work expectations. It appears as a footnote to the recommended pay plan for all other employees, and both pay plans will be considered by the library board together. The objective of each pay plan is to provide an appropriate salary structure to recruit and retain the required number of Library employees.

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