

## **MEMORANDUM**

TO: Jeff Gilderson-Duwe  
FROM: Tracie Schlaak  
DATE: April 15, 2020  
SUBJECT: February and March 2020 Personnel Changes

**Justine Elliott** – promoted from Library Assistant I in Children and Family Outreach Services to Digital Services Librarian – Effective 2/2/20. Will earn Vacation, sick leave and floating holiday. Moved from non-exempt to exempt position.

**Julie Zinth** – Promoted from page in FFPS to CFOS Library Assistant on 2/5/20. Vacation only benefits.

**Joe Bongers** – New Head of Information Services hired on 3/3/20. Exempt employee with full benefits

**Ebony Barbian** – Resigned effective 3/6/20 after 4 years with the library.