

CRAWFORD COUNTY LIBRARY Policy Manual

Policy No. 202

Subject: Pay Schedule

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Director	\$40,000	\$90,000 (Full Time/Salary, MLS) \$70,000 (Full Time/Salary, BS)
Administrative Assistant	\$30,000	\$45,000 (Full Time/Salary)
Administrative Assistant	\$13.00	\$15.00/hr. (Part Time/Hourly)
Children/Youth/Family Program Director	\$12.00	\$15.00/hr.
Library Assistant	\$10.00	\$12.00/hr.
Library Associate	\$9.45	\$ 9.45
Custodian/Maintenance	\$10.00	\$15.00
Security	\$10.00	\$15.00

The current State or Federal government minimum wage, whichever is highest, will be used as the standard for determining the entry level hourly wage of all hourly positions.

Each year at the regularly scheduled August meeting of the Library Board, in conjunction with the preparation of the coming year's budget, the Library Director shall recommend to the Library Board a wage pool increase to be applied at the discretion of the director, with the exception of the Library Director's salary, if he or she is under contract. The recommendation must fit within the coming year's budgetary limits and must not exceed the maximum pay rate in any one category of this policy, and must be in compliance with the Workforce Opportunity Wage Act of Michigan. The Library Director may recommend maximum pay rate changes to the Library Board for its consideration and possible policy amendment.

ADOPTED: August 13, 2002

REVIEWED: January 23, 2004, November 9, 2006, July 10, 2008, December 9, 2010, October 8, 2015; January 11, 2018; February 8, 2018; April 11, 2019

AMENDED: November 10, 2005, December 14, 2006, November 8, 2007, July 10, 2008, December 9, 2010, October 8, 2015; February 8, 2018; April 11, 2019

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