

SOUTH HOLLAND PUBLIC LIBRARY  
FINANCE COMMITTEE MEETING MINUTES  
Monday, February 24, 2020  
South Holland Public Library Board Room  
6:00 p.m.

**1) Call to Order**

The meeting was called to order by Treasurer Patricia McCreary at 6:20 p.m. in the Board Room at the South Holland Public Library.

**2) Roll Call**

Treasurer Patricia McCreary, President Vanessa Bradley, Secretary Nancy Banash, Library Director Robin Wagner and Business Manager Edna R. Burns

**3) New Business**

**a. FY2020-21 Personnel Budget—Review and Discussion**

Director Wagner began the discussion stating according to HR Source, the average budgeted pay increases for the next 12-month period, including general, merit, and/or cost of living adjustments (COLA), is 3% for non-exempt and 3.1% for exempt employees. Wagner recommends a merit increase for staff not to exceed 3% per individual.

Staff are evaluated using a point system. These points are used to rate each evaluation factor based upon specific work examples and data, if applicable and available. Total points are divided by 12 and the answer is the employee's merit increase. Each employee is guaranteed a minimum 1% increase, which can be considered a cost of living (COLA) increase.

Due to the mandated increase in the minimum wage on July 1, 2020, to \$10/hour and January 1, 2021, to \$11/hour, we will not be giving structure adjustments to the salary schedule. As of May 1, 2020, both our Pages will sit at or above \$11/hour. We do not have to worry about the minimum wage increase until January, 2022, when it moves to \$12/hour.

The committee agreed to recommend to the full Board a merit increase for staff not to exceed 3% per individual.

Poll

Ayes: McCreary, Bradley, Banash

Nays: None

Absent: None

Motion carried.

**4) Announcements-None**

*For further information regarding this meeting agenda, please contact:  
Robin Wagner, Library Director; South Holland Public Library, 16250 Wausau Avenue, South Holland, IL 60473;  
708-331-5262 or [robin@southhollandlibrary.org](mailto:robin@southhollandlibrary.org). Any individual requiring special accommodations as specified  
by the Americans with Disabilities Act is requested to notify the Library Director at least 24 hours in advance of  
the meeting date.*

**5) Adjournment**

At 7:01 p.m. President Bradley moved to adjourn the meeting. Secretary Banash seconded the motion. Motion unanimously carried.

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Library Director

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Date

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