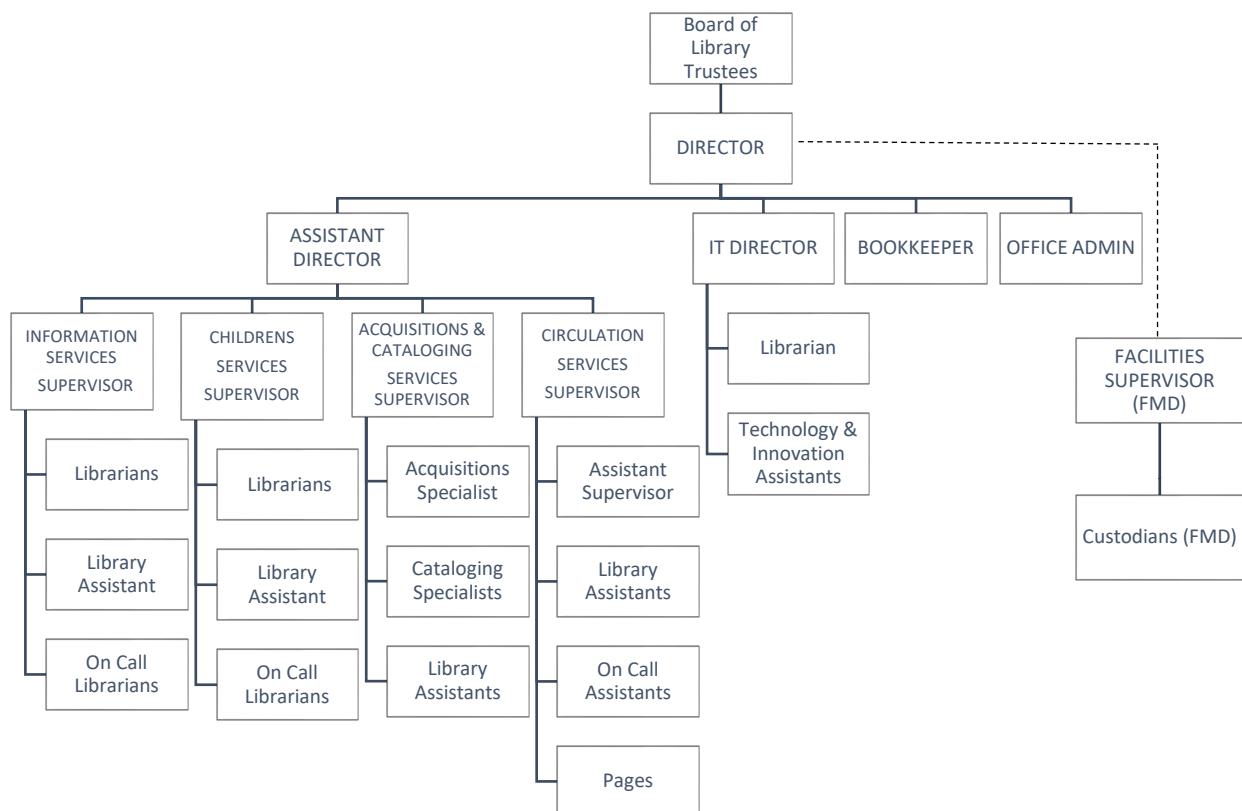




### Mission and Vision Statements

Connecting our community to each other and to the world, the Wellesley Free Library serves as the cultural and intellectual crossroads of the community.

### Organizational Chart



### **Board of Library Trustees**

The Board of Library Trustees is responsible for overseeing the management of the Wellesley Free Library (WFL), which includes the Main Library at 530 Washington Street, the Wellesley Hills Branch at 210 Washington Street and the Fells Branch at 308 Weston Road. In addition, the library hosts a robust website that serves as WFL's "virtual branch."

### **Department Description and FY26 Budget Priorities**

The Wellesley Free Library (WFL) had a banner year in 2023, circulating 665,333 items (up 6% from the previous year), including 493,984 physical books. 46,425 patrons of all ages (more than double the 2022 number) attended 1,521 live and virtual library programs (up almost 40% from FY22). 75 volunteers donated 4,613 hours of service (up almost 50% from 2022) to the Library. The WFL welcomed 341,452 people through its doors at the main library in 2023, a 14% increase over 2022.

While the Trustees are thrilled that the Library has become such an essential resource for the town, the growing number of patrons has placed increased demands on the staff. This is particularly true of the high demand for our enhanced patron spaces such as the commons area and conference rooms that were an integral part of our 2020-2021 renovation. The Library has been staffed by approximately 37.7 FTE employees for the past decade. It has become more efficient by using technology such as the Automated Materials Handler and by consolidating part-time positions into more desirable full-time positions. Nevertheless, additional staff hours are required to keep up with patron demand. Additionally, the staff continues to work tirelessly to communicate with residents through our website, newsletters, and social media platforms to reach patrons in the various ways they receive information. This is a formidable task given the breadth of WFL offerings and fragmentation of the media landscape; a priority in WFL's Five Year Strategic Plan is to further improve how WFL communicates offerings to the community. In FY26, the WFL will be adding one additional librarian to the Technology department. This new staff member will be tasked with producing, managing, and monitoring content on all Library social media channels and its website, in addition to performing the professional duties of a librarian.

As part of WFL's and the Town's commitment to DEI and social equity, an additional expense of \$5,500 is being added to the FY26 operating budget to cover the cost of menstrual supplies for Library bathrooms.

### **Tax Impact Budget**

The WFL operating budget meets the 3.5% personal services guideline established by the Select Board for FY26 without the additional \$20,000 fee that is assessed to all new benefited positions. The personal services budget increase is 4.3% when the required \$20,000 fee is factored in, however that fee is removed from the Library's operating budget in Article 8 prior to Town Meeting. The expense budget is 0.7% (or \$5,527) over the Select Board's 3% guideline for the Library. The additional funds are needed to cover the cost of menstrual supplies as part of our

commitment to DEI. Without this new initiative, the Library would meet the 3% expense guideline. In FY24, the WFL turned back \$71,180 from its operating budget to Wellesley's General Fund.

The tax-impact WFL budget, which accounts for approximately 80% of the total annual Library operating budget, provides funding for all core services, including staffing, materials, and technology. Enhancements to the Library – such as the English as a Second Language (ESOL) program; sensory storytimes; outreach to Barton Road; "Born to Read" bags for babies born at Newton Wellesley; Jackie's Room; educational and cultural events (both live and hybrid programs); museum passes; and collection additions (e.g., Overdrive Advantage) – are funded outside of the tax-impact budget, primarily through the Wellesley Free Library Foundation and the Friends of the Wellesley Free Library. The WFL continues to pay for all utilities (heat, air conditioning, electric, water and sewer) at the Fells Branch through a grant from the Wellesley Free Library Foundation.

Personal services comprise 75% of the FY26 tax-impact Library budget while the remaining 25% is allocated for expenses. The increase in personal services reflects the known FY26 pay scale (3% for Staff Association members, 3% for Series 40 employees, and a 2% COLA for Series 50/60 employees); step increases and longevity for union staff (including part-time steps gained for each 1,820 hours of work) and shift differentials for employees working after 5 pm and on weekends. Additional merit pay for the 50/60 employees will be appropriated by the HR Department outside the Library's operating budget. A new full-time librarian position adds 1 FTE to the FY26 budget for a total of 38.7 FTE with no budgeted overtime.

The Materials Expenditure Requirement is a state stipulation for library certification which necessitates that 13% of the total tax-impact library budget be spent on library materials.<sup>1</sup> The state requirement ensures that all cities and towns fund their libraries at a minimum level and prevents municipalities underfunding their own libraries to take advantage of their neighbors' services. In FY26, Wellesley's materials budget is over 60% of the Library's expense budget.

Beyond the aforementioned \$5,500 increase in the Library's Maintenance expense budget, the IT expense budget, comprising 28.3% of Library expenses, is the other significant driver of non-personal services. In FY26, the IT expense budget is \$8,875 (3.9%) more than in FY25, mainly because of increases in service contracts and cybersecurity licenses. The largest component of the IT expense budget is \$83,900, which covers Wellesley's membership in the Minuteman Library Network. IT expenses also include the local PC-based software as well as cloud-based and subscription services but not physical hardware like PCs, iMacs and servers which are included in the cash capital budget.

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<sup>1</sup> Note that the 13% materials requirement means that every dollar added to the budget requires an additional  $13/87 = \$0.15$  appropriation to be spent on materials.

**FY26 Goals**

Goal A is to continue to meet all state requirements including 13% materials expenditures.

Goal B is to maintain library services within budgetary limitations by reassessing, retaining, and attracting staff.

Goal C is to continue to optimize operations and maintenance to support increased patron use of the Library facilities by adding more staff hours, a portion of which will focus on outreach to the community by improving communication through the website, newsletters and social media.

Goal D is to add menstrual supplies to bathrooms at the Main, Hills and Fells libraries.

**Wellesley Free Library FY26 Operating Budget Appropriated in Article 8**

	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	FY25- 26 Change
Personal services*	\$2,052,446	\$2,168,851	\$2,252,388	\$2,411,089	\$2,495,478	3.50%
Expenses	648,019	671,287	728,993	\$784,716	\$813,736	3.70%
<b>Total</b>	<b>\$2,700,465</b>	<b>\$2,840,138</b>	<b>\$2,981,381</b>	<b>\$3,195,805</b>	<b>\$3,309,214</b>	<b>3.55%</b>

\*Includes a 3% increase for Series 40, 2% COLA for Series 50 and 60 employees and 3% for the Staff Association.

**Wellesley Free Library Five Year FTEs**

Permanent Staffing (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Management	3.0	3.0	3.0	3.0	3.0
Supervisors	5.0	5.0	5.0	5.0	5.0
Librarians	8.5	8.6	9.1	10.0	11.0
Office Administration	1.9	1.9	1.9	1.8	2.0
Assistants	17.4	17.0	17.3	17.0	17.0
On Call/Pages	1.9	2.2	1.4	0.9	0.7
<b>Total Number of Positions</b>	<b>37.7</b>	<b>37.7</b>	<b>37.7</b>	<b>37.7</b>	<b>38.7</b>



# Town of *Wellesley*

## FY2026 Budget Request

### Library Operating Request

Department: 610

Department Head: Jamie Jurgensen, Library Director

DEPARTMENT EXPENDITURES	FY22 <u>Actual</u>	FY23 <u>Actual</u>	FY24 <u>Actual</u>	FY25 <u>Budget</u>	FY26 <u>Request</u>	\$ Variance <u>FY25-26</u>	% Variance <u>FY25-26</u>
Personal Services							
Salaries	\$ 2,047,221	\$ 2,163,526	\$ 2,241,488	\$ 2,401,364	\$ 2,488,003	\$ 86,639	3.61%
Longevity	5,225	5,325	10,900	9,725	7,475	\$ (2,250)	-23.14%
Benefits New Position					20,000	\$ 20,000	100.00%
<b>Subtotal, Personal Services</b>	<b>2,052,446</b>	<b>2,168,851</b>	<b>2,252,388</b>	<b>2,411,089</b>	<b>2,515,478</b>	<b>\$ 104,389</b>	<b>4.33%</b>
Expenses	648,019	671,287	724,801	784,716	813,736	\$ 29,020	3.70%
Encumbrances	-	-	4,192	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>648,019</b>	<b>671,287</b>	<b>728,993</b>	<b>784,716</b>	<b>813,736</b>	<b>\$ 29,020</b>	<b>3.70%</b>
<b>TOTAL</b>	<b>\$ 2,700,465</b>	<b>\$ 2,840,138</b>	<b>\$ 2,981,381</b>	<b>\$ 3,195,805</b>	<b>\$ 3,329,214</b>	<b>\$ 133,409</b>	<b>4.17%</b>

Permanent Staffing (FTEs)	FY22 <u>Actual</u>	FY23 <u>Actual</u>	FY24 <u>Actual</u>	FY25 <u>Budget</u>	FY26 <u>Request</u>
Management	3.0	3.0	3.0	3.0	3.0
Supervisors	5.0	5.0	5.0	5.0	5.0
Librarians	8.5	8.6	9.1	10.0	11.0
Office Admin	1.9	1.9	1.9	1.8	2.0
Assistants	17.4	17.0	17.3	17.0	17.0
On Call/Pages	1.9	2.2	1.4	0.9	0.7
<b>Total Number of Positions</b>	<b>37.7</b>	<b>37.7</b>	<b>37.7</b>	<b>37.7</b>	<b>38.7</b>

## Library Operating Request

Org	Object	Account # 01-610 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
<b>Personal Services</b>									
01610110	511140	Supervisor	\$ 141,388	\$ 142,510	\$ 132,063	\$ 128,493	\$ 118,584	\$ (9,909)	-7.71%
01610110	511420	Circulation Support Staff	407,966	437,338	\$ 429,186	448,586	454,970	\$ 6,384	1.42%
01610110	512010	Circulation Pages	4,849	19,446	\$ 22,268	19,184	14,616	\$ (4,568)	-23.81%
01610110	515050	Longevity	1,750	1,750	\$ 3,500	2,975	1,225	\$ (1,750)	-58.82%
01610120	511140	Children's Supervisor	81,982	81,893	\$ 83,674	85,248	87,806	\$ 2,558	3.00%
01610120	511160	Children's Librarian	170,073	182,560	\$ 222,615	301,299	323,283	\$ 21,984	7.30%
01610120	511420	Other Support Staff	23,121	21,514	\$ 24,781	22,120	22,777	\$ 657	2.97%
01610120	515050	Longevity	750	750	\$ 1,250	-	500.00	\$ 500	100.00%
01610130	511140	Information Services Supervisor	78,031	79,671	\$ 63,601	69,241	74,167	\$ 4,926	7.11%
01610130	511160	Information Services Librarians	307,061	317,763	\$ 367,996	340,933	342,144	\$ 1,211	0.36%
01610130	511420	Information Services Support Staff	24,107	26,664	\$ 25,123	29,493	30,370	\$ 877	2.97%
01610130	515050	Information Services Longevity	1,850	1,950	\$ 3,650	3,500	3,750	\$ 250	7.14%
01610140	511140	Acquisitions and Cataloging Supervisor	79,120	80,346	\$ 83,828	85,248	77,911	\$ (7,337)	-8.61%
01610140	511420	Acquisitions and Cataloging Support Staff	205,382	210,197	\$ 210,513	207,649	202,209	\$ (5,440)	-2.62%
01610140	515050	Acquisitions and Cataloging Longevity	875	875	\$ 2,500	3,250	2,000	\$ (1,250)	-38.46%
01610160	511160	Sunday Openings Librarian	22,111	26,395	\$ 30,452	36,812	36,067	\$ (745)	-2.02%
01610160	511420	Sunday Openings Support Staff	16,234	17,157	\$ 17,124	32,766	32,102	\$ (664)	-2.03%
01610180	511010	Administration Director	221,198	226,399	\$ 228,125	247,540	260,334	\$ 12,794	5.17%
01610180	511320	Administration Secretary	51,282	51,368	\$ 55,443	59,023	63,532	\$ 4,509	7.64%
01610180	511420	Administration Support Staff	49,944	53,655	\$ 51,963	73,267	69,466	\$ (3,801)	-5.19%
01610180	514010	Administration Shift Diff	4,886	5,135	\$ 3,598	6,000	6,000	\$ -	0.00%
01610185	511010	Senior Administrators- IT Director	81,915	84,782	\$ 88,903	94,220	96,104	\$ 1,884	2.00%
01610185	511420	Other Support Staff	76,571	98,732	\$ 100,233	114,242	175,561	\$ 61,319	53.67%
<b>Personal Services Subtotal</b>			<b>2,052,446</b>	<b>2,168,851</b>	<b>2,252,388</b>	<b>2,411,089</b>	<b>2,495,478</b>	<b>\$ 84,389</b>	<b>3.50%</b>

## Library Operating Request

Org	Object	Account # 01-610 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
<b>Expenses</b>									
01610220	555010	Children's Bound Books	117,457	129,553	130,434	139,750	139,750	\$ -	0.00%
01610220	555020	Children's Periodicals/Newsprs	780	815	974	900	900	\$ -	0.00%
01610220	555040	Compact Disks	282	-	-	-	-	\$ -	0.00%
01610220	555050	Children's Audio Tapes	19,086	16,791	17,985	18,000	18,000	\$ -	0.00%
01610220	555060	Children's Reference	3,630	2,167	3,003	6,000	6,000	\$ -	0.00%
01610220	555070	Video Media	6,325	5,425	5,083	5,900	5,900	\$ -	0.00%
01610220	555260	Library of Things-Juvenile	2,965	3,691	3,685	4,000	4,000	\$ -	0.00%
01610230	555010	Reference Bound Books	160,292	175,274	196,896	187,100	200,445	\$ 13,345	7.13%
01610230	555020	Reference Periodicals/Newsapr	8,014	7,771	11,221	11,492	11,492	\$ -	0.00%
01610230	555030	Reference Microforms/Microfilm	267	162	210	200	200	\$ -	0.00%
01610230	555040	Reference Compact Discs	936	890	509	500	500	\$ -	0.00%
01610230	555050	Reference Audio Tapes	26,564	22,995	19,958	20,000	20,000	\$ -	0.00%
01610230	555060	Reference	2,110	-	-	-	-	\$ -	0.00%
01610230	555070	Reference Video Media	24,530	20,078	20,628	25,500	25,500	\$ -	0.00%
01610230	555080	Reference Standing Orders	40,571	40,959	43,277	42,000	42,000	\$ -	0.00%
01610230	555090	Business Reference	7,239	5,385	8,940	8,300	8,300	\$ -	0.00%
01610230	555250	Library of Things-Adult	4,696	5,143	6,745	7,000	7,000	\$ -	0.00%
01610240	555130	Acquisitions & Cataloging Supp	12,656	12,996	14,549	14,000	14,000	\$ -	0.00%
01610280	524030	Administration Equipmt Maint	500	-	-	500	500	\$ -	0.00%
01610280	534010	Administration Postage	1,405	2,303	2,232	3,000	3,000	\$ -	0.00%
01610280	534020	Administration Telephone	-	-	-	-	-	\$ -	0.00%
01610280	542010	Administration Office Supplies	13,282	12,227	16,302	11,700	11,700	\$ -	0.00%
01610280	555190	Administration Other Supplies	6,007	7,066	9,662	9,500	9,500	\$ -	0.00%
01610280	571010	Administartion Travel Mileage	573	11	39	200	200	\$ -	0.00%
01610280	571110	Administration Conf/Mtgs	5,303	5,033	7,750	12,000	12,000	\$ -	0.00%
01610280	571120	Administration Conf/Mtgs Staff	2,475	2,500	2,069	2,500	2,500	\$ -	0.00%
01610280	573090	Administration Dues-Other	750	750	750	750	750	\$ -	0.00%

## Library Operating Request

Org	Object	Account # 01-610 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01610280	578090	Administration Unclass Expense	-	-	-	500	500	\$ -	0.00%
01610280	583020	Office Machines/Equipment	-	-	-	2,000	2,000	\$ -	0.00%
01610280	595535	Delivery Fee	500	500	1,000	1,000	1,000	\$ -	0.00%
01610280	583110	Furniture Replacement	12,990	15,941	6,437	18,000	18,000	\$ -	0.00%
01610285	524030	Equipment(Computer) Maintenance	30,591	25,911	33,117	28,624	37,024	\$ 8,400	29.35%
01610285	524050	Computer Equipment Maintenance	12,964	19,307	18,506	13,500	13,500	\$ -	0.00%
01610285	530400	Network & Information Services	78,801	82,969	83,340	85,725	83,900	\$ (1,825)	-2.13%
01610285	530405	Cyber Security	-	-	-	32,500	34,600	\$ 2,100	6.46%
01610285	530410	Network&Information-Website	8,100	4,210	-	-	-	\$ -	0.00%
01610285	530420	Network&Information-Software	23,459	35,392	-	-	-	\$ -	0.00%
01610285	534055	Cable and Internet	5,269	4,378	5,729	7,700	7,700	\$ -	0.00%
01610285	530800	Computer software serives	-	-	47,623	54,000	55,500	\$ 1,500	2.78%
01610290	521020	Natural Gas	982	28	-			\$ -	0.00%
01610290	524020	Maintenance Vehicle Maint	1,413	-	35	500	500	\$ -	0.00%
01610290	524030	Maintenance - Equipment	-	-	2,000			\$ -	0.00%
01610290	524031	Maintenance - Paint	3,090	-	2,150	5,000	5,000	\$ -	0.00%
01610290	524033	Maintenance - Carpet	-	-	-	1,500	1,500	\$ -	0.00%
01610290	524033	Maintenance - Windows	-	-	-			\$ -	0.00%
01610290	541010	Gasoline	239	55	-	200	200	\$ -	0.00%
01610290	543010	Maintenance Building Supplies	-	-	-			\$ -	0.00%
01610290	543060	Maintenance Custodial Supplies	925	2,610	1,964	3,175	8,675	\$ 5,500	173.23%
		<b>Expenses Subtotal</b>	<b>648,019</b>	<b>671,287</b>	<b>724,801</b>	<b>784,716</b>	<b>813,736</b>	<b>29,020</b>	<b>3.70%</b>
01610824	570000	Other Charges/Expenses	-	-	4,192	-		\$ -	0.00%
		<b>DEPARTMENT TOTAL</b>	<b>2,700,465</b>	<b>2,840,138</b>	<b>2,981,381</b>	<b>3,195,805</b>	<b>3,309,214</b>	<b>113,409</b>	<b>3.55%</b>

**Library Operating Request**

<b>Library Operating Request FY26</b>							
<b>Department: 610</b>							
<b>Department</b>	<b>Job Title Employee Name</b>	<b>FY25 Ending Rate 6/30/25</b>	<b>HRS/Week</b>	<b>FY26 Starting Rate 7/1/25</b>	<b>Group - Step Step Date</b>	<b>Step Adjustment Rate</b>	<b>FY26 Total Salary</b>
Circulation	Supervisor J Rixon	\$ 1,085.35	35	\$ 1,117.90	L11-1/2 07/17/25	1,162.00	60,551
Circulation	Asst. Supervisor *** TBD	\$ 1,056.30	35	\$ 1,087.80	L9-1/2 12/11/25	1,131.20	58,033
Circulation	Library Asst.* B. Moy	\$ 994.00	35	\$ 1,023.40	N/A	-	53,421
Circulation	Library Asst. Josh Spicer	780.50	35	\$ 803.95	L04-2/L04-3 07/05/25	836.50	43,639
Circulation	Library Asst. Y. Guo	\$ 751.10	35	\$ 773.50	L04-1/L04-2 08/26/23-10/09/25	803.95	41,528
Circulation	Library Asst. K.Taft	\$ 878.15	35	\$ 940.45	L04-6/L04-7 11/27/23-11/27/25	978.60	50,267
Circulation	Library Asst. M. Jorgensen	\$ 780.50	35	\$ 803.95	L04-2/L04-3 06/19/26	836.50	42,018
Circulation	Library Asst. J. Alessi	\$ 780.50	35	\$ 803.95	L04-2/L04-3 11/01/25	836.50	43,086
Circulation	Library Asst. D Winer	\$ 843.85	35	\$ 869.40	L04-4/L04-5 06/15/25	904.40	45,467
Circulation	Library Asst. A. Oliveras	\$ 780.50	35	\$ 803.95	L04-2/L04-3 12/06/25	836.50	42,923
Circulation	Library Asst. J. Miles	\$ 257.52	12	\$ 265.20			13,843
Circulation	TBD***	\$ 257.52	12	\$ 265.20			13,843
Circulation	Library Asst. A. Steinman	\$ 267.60	12	\$ 275.64			14,388

Library Operating Request FY26							
Department: 610							
Department	Job Title Employee Name	FY25 Ending Rate 6/30/25	HRS/Week	FY26 Starting Rate 7/1/25	Group - Step Step Date	Step Adjustment Rate	FY26 Total Salary
Circulation	Library Asst J.Jones	\$ 312.96	12	\$ 322.44			16,831
Circulation	Library Asst. R.Stepheson	\$ 267.60	12	\$ 275.64			14,388
Circulation	J.Current	\$ 267.60	12	\$ 275.64	L04-2/L04-3 11/25/25	286.80	14,732
Circulation	On Call Library Asst	\$ 85.60	4	\$ 88.00	N/A	-	4,594
Circulation	Pages	\$ 367.50	16	\$ 280.00	N/A		14,616
Circulation	Longevity	\$ 3,500.00	-	\$ 1,225.00	N/A	-	1,225
Childrens Services	Supervisor E. Weiler	\$ 1,633.10	35	\$ 1,682.10	N/A		87,806
Childrens Services	Librarians M. Damiano	\$ 1,184.04	35	\$ 1,219.40	L14 -3/L14 4- 07/06/25	1,268.05	66,163
Childrens Services	Librarians E. Thaler-Sroussi	\$ 1,331.75	35	\$ 1,371.65	L14 -6/L14 7- 09/04/25	1,426.25	73,937
Childrens Services	Librarians S. Myott	\$ 1,138.20	35	\$ 1,172.50	L14 -2/L14 3- 08/02/25	1,219.40	63,474
Childrens Services	Librarians H. Wright	\$ 520.32	16	\$ 536.00	L14 -2/L14 3- 08/02/25	557.44	28,537
Childrens Services	Librarians E. Wainer	\$ 520.32	16	\$ 536.00			27,979
Childrens Services	Librarian E. Berger	\$ 1,138.20	35	\$ 1,172.50	L14 -2 3-09/06/24	1,219.40	63,193
Childrens Services	Saturday Afternoon	\$ -	0	\$ -	N/A	-	-

		Library Operating Request FY26 Department: 610						
Department	Job Title Employee Name	FY25 Ending Rate 6/30/25	HRS/Week	FY26 Starting Rate 7/1/25	Group - Step Step Date	Step Adjustment Rate	FY26 Total Salary	
Childrens Services	Library Asst. D. Murphy	\$ 423.75	15	436.35	N/A	-	22,777	
Childrens Services	Longevity						500.00	
Information Services	Supervisor Greg Pevereill-Conti	\$ 1,290.10	35	\$ 1,382.50	L16S -2/ L16S 3 10/18/25	1,437.45	74,167	
Information Services	Librarians H. Schmidt	\$ 1,138.20	35	\$ 1,172.50	L14-2/L14-3 11/15/25	1,219.40	62,724	
Information Services	Librarians D. Gage	\$ 1,094.45	35	\$ 1,127.35	L14 -1/L14 2- 10/09/25	1,172.50	60,554	
Information Services	Librarians T. Bolles	\$ 1,384.60	35	\$ 1,426.25	N/A	-	74,450	
Information Services	Librarians M. Griffiths	\$ 1,138.20	35	\$ 1,172.50	L14 -2/L14 3- 07/05/25	1,219.40	63,625	
Information Services	Librarians M. Flynn	\$ 830.76	21	\$ 855.75	N/A	-	44,670	
Information Services	<b>Librarian TBD</b>	\$ 500.32	16	\$ 515.36			26,902	
Information Services	Casual Employees Various	\$ 118.00	5.5	\$ 176.61	N/A	-	9,219	
Information Services	Library Asst. D. Murphy	\$ 565.00	20	\$ 581.80	N/A	-	30,370	
Information Services	Longevity	\$ 1,850.00	N/A	\$ 3,750.00	N/A	-	3,750	
Aquisitions and Cataloging Services	Supervisor A. Christiansen	\$ 1,395.45	35	\$ 1,437.45	L16S -3/ L16S 4 07/17/25	1,495.20	77,911	
Aquisitions and Cataloging Services	Acquisitions Spec. J Reinhart	\$ 1,097.36	35	\$ 1,097.60	N/A		57,295	

Library Operating Request FY26							
Department: 610							
Department	Job Title Employee Name	FY25 Ending Rate 6/30/25	HRS/Week	FY26 Starting Rate 7/1/25	Group - Step Step Date	Step Adjustment Rate	FY26 Total Salary
Aquisitions and Cataloging Services	Cataloging Spec. R Hobson	\$ 947.10	35	\$ 975.45	L06-5/L06-6 02/07/26	1,012.90	51,682
Aquisitions and Cataloging Services	Cataloging Spec. A Nolan	\$ 369.60	16	\$ 380.80	L06-1/L06-2 02/07/26	396.16	20,124
Aquisitions and Cataloging Services	Library Asst. L. Keen	\$ 371.36	16	\$ 382.40	N/A		19,961
Aquisitions and Cataloging Services	Library Asst. H. Harada	\$ 988.75	35	\$ 1,018.15	N/A		53,147
Aquisitions and Cataloging Services	Longevity	\$ 875.00	N/A	\$ 2,500.00	N/A		2,000
Technology	IT Director C.Richards	\$ 1,804.98	35	\$ 1,841.08	N/A		96,104
Technology	Technology Asst. S.Thompson	\$ 1,133.65	35	\$ 1,167.60	L07-5/L07-2 6 2/02/26	1,214.15	61,945
Technology	Technology Asst. B.Ferreira	\$ 1,007.65	35	\$ 1,038.10	L07-2/L07- 3 3/27/26	1,080.10	54,768
Technology	TBD***New Position		35	\$ 32.21			58,848
Administration	Director J. Jurgensen	\$ 2,839.45	35	\$ 2,896.24	N/A		151,184
Administration	Asst.Director D. Kyriakis	\$ 2,050.00	35	\$ 2,091.00	N/A		109,150
Administration	Office Admin. J Dibiase	\$ 1,167.13	35	\$ 1,202.27	S48-4/S18-5 6 3/22/26	1,255.98	63,532
Administration	Bookkeeper I. Ruvinskaya	\$ 1,170.40	35	\$ 1,205.51	N/A		62,928

40 series increase 3.00% 1.0300

50,60 series increase 2.00% 1.020

Union Contract 3.00% 1.030

Pay weeks in FY26 = **52.2**

\*Pay rate includes grandfathered \$.15 stipend

longevity 27.5 - 40 hrs/wk      20-27.4 hrs/wk less than 20 hrs/wk