

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES SPECIAL MEETING

Service Center
415 Airdustrial Way S.W., Olympia, WA 98501
June 28, 1988
6:00 p.m. - Executive Session
7:00 p.m. - Special Meeting

AGENDA ITEM
NO.

1 Approval of Minutes

BACKGROUND: Approval of the May 25, 1988 minutes was postponed at the June 22 meeting to enable the recording secretary to review the tape of the May 25 meeting. Karen Herrell thought she had made a statement about the questionnaires sent out to local library boards and friends groups for input for the TRL Planning Task Force. If so, she wanted the statement included in the printed minutes. Since such a statement was not detected, the minutes have not been altered.

RECOMMENDATION: MOTION to approve the minutes of the TRL Board of Trustees regular meeting of May 25, 1988, as distributed.

2 1988-1991 Agreement by and between Timberland Regional Library and Timberland Regional Library Staff Association

BACKGROUND: The current union contract between TRL and the TRL Staff Association covers the period April 1, 1986, through June 30, 1988. Negotiating sessions this spring resulted in the following tentative agreements or changes:

Article VII - Agreement to correct a typing error.

Article IX - Agreement to delete preferential consideration for qualified employees for job vacancies plus the reference to the position of personnel manager. The article continues to provide that seniority will be the determinant in selecting from among two or more equally qualified employees for a particular job vacancy.

Article X - Agreement to enable a new employee's 6-month probationary period to be extended an additional 6 months if conditions so warrant.

Article XI - Agreement to keep written records of verbal warnings in a file separate from an employee's personnel file, plus clarification on the use of a written notice to outline an employee's inadequate performance/conduct.

Article XIV - Agreement to delete the preferential consideration for employees in a specific building for Sunday hours of work; rather, all employees in the district will be treated equally.

Article XV - Agreement to clearly spell out and to extend the existing insurance premium amounts through the end of 1988.

Article XVI - Agreement to delete paternity leave from allowable uses for sick leave (child rearing is one of the allowable reasons for unpaid leave) and to clarify that sick leave can be used for physical disabilities caused by pregnancy, miscarriage, abortion, and childbirth.

Article XVII - Agreement to clarify the prorated nature of bereavement leave for part-time employees.

Article XVIII - Agreement to clarify the prorated nature of vacation leave for part-time employees.

Article XXI - Agreement to change the term under unpaid leave of absence from "maternity" to "child rearing" and to specify that doctor's certificates may be required to return to work following an unpaid disability leave of absence.

Article XXII - Agreement to clarify the prorated nature of paid holidays for part-time employees.

Article XXIII - Agreement to increase salary rates by 6% effective July 1 and to reopen the wages issue for 1989 salary rates this fall. The 1989 salary rates will be limited to a 2% increase. If agreement on the rates is not reached prior to January 1, any increase will not be applied retroactively.

Article XXIX - The term of the new agreement is for three and a half years (through 12-31-91) with provision to reopen articles XV & XXIII each fall to negotiate salary and insurance benefits for the following year.

RECOMMENDATION: MOTION to accept and to ratify the tentative agreements reached between negotiators for Timberland Regional Library and the Timberland Regional Library Staff Association as negotiated. This acceptance and ratification is contingent upon similar acceptance and ratification by the Timberland Regional Library Staff Association. Upon written notice of such acceptance and ratification by the Timberland Regional Library Staff Association, the Board Chairwoman and the Library Director are hereby authorized to execute the agreed upon collective bargaining agreement on behalf of Timberland Regional Library.

3 Classification & Comparable Worth Study - Discussion draft

BACKGROUND: TRL's 1976 classification and salary plan was revised in 1981. The restructuring and downsizing of the library district at the beginning of 1986 increased the need for a new plan. TRL contracted with Kenny Consulting Group at the end of February for such a plan, and the consultant was instructed to place considerable emphasis on comparable worth.

Martin Kenny will present a draft of a classification and comparable worth study at this meeting. This draft is for discussion purposes only; it is not a final report. During the balance of the week Mr. Kenny will be making presentations of the study to the library staff. Staff members will have several

days to file appeals with Mr. Kenny if they disagree with their classification. A final report will be presented to the board on July 27.

RECOMMENDATION: Discussion only, with the possibility of an executive session at the end of the meeting to discuss separate recommendations concerning annual salary adjustments for administrative staff.

4 Adjournment