

**QUEENS LIBRARY  
LABOR RELATIONS COMMITTEE  
TUESDAY, NOVEMBER 20, 2018**

Central Library  
89-11 Merrick Blvd., Jamaica, NY 11432

**AGENDA**

**6:30 PM      LABOR RELATIONS COMMITTEE REGULAR MEETING**

**I.      CALL TO ORDER**

**II.     AGENDA**

**Action Item(s)**

1. Merit Based Compensation Increases for FY 19 (ID # 1890)

**III.    ADJOURNMENT**

1. Motion to Adjourn (ID # 1877)

## Queens Library Board/Committee Item

*BOARD/COMMITTEE:* Labor Relations Committee

*DATE OF MEETING:* November 20, 2018

*ITEM ID #:* 1890

*AGENDA:* Merit Based Compensation Increases for FY19

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### **Background:**

In 1998, Library's Board of Trustees adopted a Pay-For-Performance Program to ensure that the Library continued to competitively recruit and retain non-represented employees so as to provide the highest levels of quality service to our customers and stakeholders.

An annual performance appraisal is conducted for every non-represented employee and is based on a best practices model aligned with many other similar and market comparable organizations. Non-represented positions are reviewed regularly to determine market competitiveness, internal equity within the Library, and whether significant changes in scope of job responsibilities have occurred.

With respect to represented Library employees, DC 37 and the City entered into a new economic agreement this past summer which provides eligible union members with a 2% increase retroactive to September 26, 2017 and a 2.25% increase effective September 26, 2018. The Library paid these increases to eligible represented employees in the pay checks distributed on October 26, 2018. Non-represented employees last received merit-based increases in December 2017 (retroactive to July 1, 2017). Raises were between 2.5 and 4% based on performance review/assessment. For FY 19, the Queens Library is proposing that all non-represented employees who have received satisfactory evaluations receive a merit increase of 2%, retroactive to July 1, 2018.

In accordance with the Queens Library's By-Laws, the Labor Relations Committee shall annually review and make recommendations to the Board of Trustees regarding the compensation arrangements for key executive employees in accordance with the policies and procedures set forth in Article V, Section 4, of these By-Laws. The Library proposes that these key executive employees, who have all received satisfactory performance evaluations, receive

the same 2% merit increase that the Library is proposing to give to all other non-represented staff who have received satisfactory performance evaluations, retroactive to July 1, 2018.

**Current Status:**

The President and CEO recommends that all non-represented employees who have received satisfactory performance evaluations receive a merit-based increase of 2% for FY19 retroactive to July 1, 2018.

**Recommended Motion for Consideration by the Labor Relations Committee:**

*I move that the Labor Relations Committee recommend to the Board of Trustees that the above referenced non-represented employees receive merit-based increases of 2% for FY 19, retroactive to July 1, 2018.*

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*AGENDA:* Motion to Adjourn

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**Recommended Motion for Consideration:**

*I move that the meeting be adjourned.*