



Report to: Library Board
From: Maggie Pearson
Date: December 5th, 2024

Synopsis of Report: Tables outlining proposed staff hour changes and corresponding service improvements/ service hour increases

Staff Hours

Option 1 - Extra Staff Hours to Allow for Development of Strategic Plan

	Current	Proposed	Financial Impact
Librarian	25 hours per week for 49 weeks = 1225 annual hours	28 hours per week for 48 weeks = 1344 annual hours	\$7,174.67
Library Assistant	15 hours per week for 49 weeks = 735 annual hours	18 hours per week for 49 weeks = 882 annual hours	\$4,850.44
Library Clerk	15 hours per week for 49 weeks = 735 annual hours	15 hours per week for 49 weeks = 735 annual hours	\$0.00
Total			\$12,025.11

Option 2 - Increase Staff Hours to Meet Minimum Standards for Staff Complement and Support Expansion of Services

	Current	Proposed	Incremental from Option 1	Financial Impact
Librarian	25 hours per week for 49 weeks = 1225 annual hours	30 hours per week for 48 weeks = 1440 annual hours	\$5,732.33	\$12,907.00
Library Assistant	15 hours per week for 49 weeks = 735 annual hours	20 hours per week for 49 weeks = 980 annual hours	\$3,233.56	\$8,084.00
Library Clerk	15 hours per week for 49 weeks = 735 annual hours	20 hours per week for 49 weeks = 980 annual hours	\$6,438.00	\$6,438.00
Total			\$15,403.89	\$27,429.00

Service Hours and Programs

Option 1

	Current	Proposed	Community Impact
Tuesday	5 service hours 1 biweekly program	8 service hours, 1 biweekly program 1 weekly program	- 3 more service hours - second evening access for day working community members - 1 additional family or adult program
Wednesday	6 service hours 2 weekly programs 1 monthly program	6 service hours 2 weekly programs 2 monthly programs	- 1 planning hour off service desk for CEO - 1 additional school aged program
Thursday	5 service hours 1 weekly program 1 monthly program	5 service hours 1 weekly program 1 monthly program	- 1 planning hour for CEO
Friday	5 service hours 1 weekly program 1 monthly program	5 service hours 1 weekly program 1 monthly program	- 1 planning hour for CEO
Saturday	5 service hours 1 biweekly program 1 monthly program	5 service hours 1 biweekly program 1 monthly program	- unchanged

Option 2

	Current	Proposed	Community Impact
Tuesday	5 service hours, 1 biweekly program	8 service hours 1 biweekly program 1 weekly program	- 3 additional service hours - second evening access for day working community members - one additional family or adult program - 2 planning hours for CEO
Wednesday	6 service hours 2 weekly programs 1 monthly program	8 service hours 2 weekly programs 1 monthly program	- 2 additional service hours - 1 planning hour off service desk for CEO

Thursday	5 service hours 1 weekly program 1 monthly program	6 service hours 1 weekly program 1 monthly program	- 1 additional service hour - 1 planning hour off service desk for CEO
Friday	5 service hours 1 weekly program 1 monthly program	5 service hours 1 weekly program 1 monthly program	- 1 planning hour for CEO
Saturday	5 service hours 1 biweekly program 1 monthly program	5 service hours 1 weekly program 1 biweekly program 1 monthly program	- 1 additional weekly family or adult program