2026 Merit Raise Pool and additional Staffing considerations

Merit Raises

The merit raise pool for 2026 will be 5%. This is needed to begin implementation of the board approved 2026 Salary Schedule based on the newest Triennial Salary Study. More competitive salaries are needed to reduce turnover and increase applications for vacant positions. Each manager/supervisor will be provided with a spreadsheet that includes salary data for each staff member whom they supervise along with the total dollar amount available for their direct reports' raises.

Promotions

- Librarian I – Promotion to Librarian II in Technical Services. The staff member currently serving in this position has already been performing additional duties that qualify for the Librarian II position.

Adjustments

- A few salary adjustments are required due to the new 2026 Salary Schedule

Implementing these changes including the 5% merit raise pool, commits 2026 payroll at $2,068,746. This is within the 2026 budgeted payroll of $2,083,923. This intentionally leaves some funding for overtime/additional hours (primarily snow clearing if needed), or other adjustments if needed.

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NORTHLAND PUBLIC LIBRARY AUTHORITY
Personnel Committee MEETING – Held in person and virtually, using Microsoft Teams
July 30, 2025, 12:00 p.m.
AGENDA and MEETING SUMMARY

I. **Call to Order**: Meeting was called to order at 12pm by Irene Caliendo.

II. **Roll Call**: Irene Caliendo, Sarah Poweska, Dana Getz, Sherry Murray, Amy Steele, Alexis McKinley, Rebecca Munoz, Annemarie Lamperski, Ellen DiMartini
Casey Sample: Excused

III. Comments from the Public: There were no comments from the public.

IV. **New Business**:

A. 2025 Triennial Salary Study – Sherry Murray
Sherry reviewed the results of her salary study. Sherry explained that she used the following factors in selecting the comparable organizations: budget; circulation; # of employees. Discussion and Q&A followed.

B. Proposed 2026 Pay Grades – Amy Steele/Sherry Murray: Amy and Sherry reviewed the proposed 2026 Pay Grades schedule (PGS). Discussion and Q&A followed. Points of note: 1. Pending approval by Authority Board to create Graphic Artists I and II positions, job descriptions will be written. 2. It was noted the position of Tech Librarian does not appear on the PGS. Amy explained the Tech Librarian is included in the the job description for Librarian I. Therefore, a separate designation is not required. Ellen DiMartini suggested that the title be updated on the ADP listing. There was some discussion as to whether the title of Cleaning Assistant should be changed to Maintenance Assistant. Amy will review the matter.

V. **Old Business**: There was no old business.

VI. **Minutes from October 8, 2024** – Motion to approve was made by Ellen DiMartini. Motion passed.

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VII. **Legal Matters**: None

VIII. **Comments from the Public**: There were no comments from the public.

IX. **Adjournment**:Motion to adjourn meeting was made by Dana Getz. Motion passed. Meeting was adjourned at 1:25pm.

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