

**QUEENS PUBLIC LIBRARY
LABOR RELATIONS COMMITTEE
THURSDAY, SEPTEMBER 12, 2024**

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

AGENDA

6:15 PM LABOR RELATIONS COMMITTEE REGULAR MEETING

I. CALL TO ORDER

II. AGENDA

Action Item(s)

1. Merit-Based Increases for Non-Represented Employees, Including Key Executive Employees, for FY25 (ID # 3133)

III. ADJOURNMENT

1. Motion to Adjourn (ID # 3134)

Queens Library Board/Committee Item

BOARD/COMMITTEE: Labor Relations Committee

DATE OF MEETING: September 12, 2024

ITEM ID #: 3133

AGENDA: Merit-Based Increases for Non-Represented Employees, Including Key Executive Employees, for FY25

Background:

In 1998, the Library's Board of Trustees adopted a Pay-For-Performance Program to ensure that the Library continued competitively to recruit and retain talented non-represented employees so as to provide the highest levels of quality service to Library customers and stakeholders. Typically, an annual performance appraisal is conducted for every non-represented employee, including the key executive employees, and is based on a best practices model aligned with many other similar and market comparable organizations. These non-represented positions are reviewed regularly to determine market competitiveness that affects the recruitment and hiring of new employees as well as the retention of high-performing existing employees, to ensure internal equity within the Library, and to determine whether significant changes in the scope of job responsibilities have occurred.

Non-represented employees, including the key executive employees, last received increases of between 2-4.5% in October 2023 (retroactive to July 1, 2023). For FY 25, the Library is proposing that all eligible non-represented employees, including the key executive employees, receive a merit increase between 2-3.5% based on annual performance reviews.

For additional background, District Council 37 and the City of New York entered into a new economic agreement, which was ratified on March 31, 2023. This new agreement provided eligible union-represented members with increases over a five-year period retroactive to May 26, 2021. Union-eligible members received the fourth installment (3%) of the five-year economic agreement for general wage increases on May 26, 2024.

With respect to salary increases for key executive employees, in accordance with the policies and procedures set forth in Article V, Section 4, of the Library's By-Laws, the Labor Relations Committee is required annually to review and make recommendations to the Board of Trustees regarding the compensation for such employees. As indicated above, the Library is proposing that, similar to all non-represented employees, the eligible key executive employees receive a merit increase between 2-3.5% based on annual performance reviews.

Current Status:

The President and CEO recommends that eligible non-represented employees, including the key

executive employees, receive a merit increase between 2-3.5% for FY25, retroactive to July 1, 2024, based on annual performance reviews.

Recommended Motion for Consideration by the Labor Relations Committee:

I move that the Labor Relations Committee recommend to the Board of Trustees that eligible non-represented employees, including the key executive employees, receive a merit increase between 2-3.5% for FY25, retroactive to July 1, 2024, based on annual performance reviews.

Queens Library Board/Committee Item

BOARD/COMMITTEE: Labor Relations Committee

DATE OF MEETING: September 12, 2024

ITEM ID #: 3134

AGENDA: Motion to Adjourn

Recommended Motion for Consideration:

I move that the meeting be adjourned.