

NJLA Personnel Administration Subcommittee (PAC) Minutes - Feb. 26, 2024, at 2 p.m. via Zoom

Zoom meeting information:

<https://us02web.zoom.us/j/84057318683?pwd=dk9ldTlqTUQ4ZTc4UUtjcjNHeUh0UT09>

Meeting ID: 840 5731 8683 / Passcode: 281067

+1 646 931 3860 OR +16469313860,,84057318683#,,,,*281067# (one-tap mobile)

+1 646 558 8656 OR +16465588656,,84057318683#,,,,*281067# (one-tap mobile)

Attendance: Ellen Callanan, Nicole Poyer, Alfreda Richardson, Eric Schwarz.

Planned absences: Heather Kristian.

Start: 2:02 p.m.

1. Introductions.
2. Approval of minutes from Jan. 22.
3. NJLA 2024 Conference: Labor Unions in NJ Libraries program is set for Friday, May 31 from 9 to 9:50 a.m.
 - a. Speakers -- each to get about 7 minutes to speak.:
 - i. Allison Ryan, Adult Services Supervisor at the Montgomery Branch at Somerset County Library System of New Jersey, represented by OPEIU (Office and Professional Employees International Union) Local 32.
 - ii. Beth Zak-Cohen, Librarian, Charles F. Cummings New Jersey Information Center at the Newark Public Library. President of AFSCME, Local 2298, Council 63.
 - iii. Amy Joyner, Treasurer Secretary of AFSCME COLT Local 1761, Council 63, representing library workers at Rutgers University.
 - iv. Moderator: Eric.:
 - b. Possible items for the speakers to cover:
 - i. Name of union
 - ii. Dues amounts/percentages.
 - iii. How long have you represented the library workers?
 - iv. Whom you represent in the library and, if applicable, other areas of the organization?
 - v. Which library workers are not represented by the union?
 - vi. Benefits of the union. What would be different if there were no union?
 - vii. Challenges the union faces
 - viii. Can you explain the contract ratification process?
4. Union membership survey. [Draft survey](#). During the meeting we discussed the questions under sections 3 and 4 (about union alignment), which may be duplicative or confusing. Eric will review after this meeting. To be distributed to NJLA members in late April or early May.

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5. Annual salary guide
 - a. [2024 Salary Guide](#).
 - b. The salary guide has existed since at least 1989. The [March 1989 issue of New Jersey Libraries](#) includes “minimum starting public library salary recommendations” for “certified staff” and “staff” for both 1989 and 1990. There is no explanation about how the figures were derived. However, we can compare “(Junior) Librarian” to “Librarian” in the current guide.
 - i. (Junior) Librarian, 1989, \$22,000 (This amount in March 1989 has the same [buying power](#) as \$55,480 in January 2024.)
 - ii. (Junior) Librarian, 1990, \$24,200 (This amount in March 1990 has the same [buying power](#) as \$57,993 in January 2024). Also, the amount is a 10% unadjusted increase from the previous year.
 - iii. Librarian, 2024, \$62,395.
 - c. Future guides, including meeting goals of collecting salary data from libraries; and having more granularity in terms of regions and funding mechanisms within NJ, beginning vs. experienced personnel, and job titles. Can we use databases and/or other previously untapped statistics?
 - d. We may want to conduct a survey at some point in the future about salaries. One question to ask is whether a library meets or uses the NJLA salary recommendations.
6. Civil Service membership.
 - a. The NJ Civil Service Commission maintains a list of [Civil Service agencies by municipality](#).
 - b. Nicole is updating [the list on our website](#). She is working with a contact at the CSC, who said that 21 libraries were missing from the CSC agencies by municipality list. She is also checking on academic agencies (colleges and universities) and whether they should be listed.
7. Informational items:
 - a. The [PAC](#) is a subcommittee of NJLA’s [Member Services Committee](#). Background from [NJLA Code for Committees](#):
 - b. Collaboration tools: [shared folder in Google Drive](#) (under Shared Drives). If you are on this subcommittee, you should see it under your Shared Drives in the Google Drive associated with your email address (if any). Alicia Gough at NJLA (agough@njla.org) can help any individual member with this.
8. Future meetings - All meetings are set for Mondays, each at one hour by Zoom (same Zoom information as for this meeting) – [iCalendar \(.ics\) file](#):
 - i. Mar 18, 2024 02:00 PM (third Monday)
 - ii. Apr 15, 2024 02:00 PM (third Monday)
 - iii. May 20, 2024 02:00 PM (third Monday)
 - iv. Jun 17, 2024 02:00 PM (third Monday)

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End: 2:58 p.m.

Committee members:

- Eric Schwarz, Chair, Clarence Dillon Public Library, eschwarz@dillonlibrary.org
- Alfreda Richardson, Vice Chair, Rutgers University, alfredar@libraries.rutgers.edu
- Melissa Brisbin, Livingston Public Library, melissa.brisbin@livingston.bccls.org
- Ellen Callanan, Sussex County Library, callanan@sussexcountylibrary.org
- Tony Joachim (Chair, Member Services Committee), William Paterson University, joachima1@wpunj.edu
- Yolanda Keahey, Jersey City Public Library, ykeahey@yahoo.com
- Heather Kristian (Co-Chair, Member Services Committee), Pennsauken Free Public Library, heather.kristian@gmail.com
- Nicole Poyer (subcommittee intern), Somerset County Library System of New Jersey, npoyer@sclibnj.org.
- Lorraine Ruiz, Kenilworth Public Library, lruiz@lmxac.org
- Jeff Trout, Cape May County Library, jefft@cmclibrary.org
- Katy White, NJLA liaison, kwhite@njla.org.