

**a. Salary Policy** (last updated October 2019)

- Each Library employee shall be paid wages on an hourly rate of pay or a salary as determined by the Library Board. Fringe benefits may be provided as determined by the Library Board.
  - Each Library position has a cap for maximum pay. Wage caps are subject to change by the library board after consideration of Library financial situation. See below for hourly maximum wage amounts:
    - Library Director: \$25.00
    - Adult Services Librarian: \$19.00
    - Children's Librarian: \$19.00
    - Circulation Assistant: \$15.00
    - Substitute: \$13.50
    - Shelver: \$13.50
2. Bonus: Employees of the Hopkins District Library (excluding custodian) will be paid an annual bonus of fifty cents per hour worked (no vacation or sick time) for the calendar year. The custodian will be paid an annual bonus of \$100. The bonus will be paid in December or January for the previous year. Employees must be employed by the Hopkins District Library on December 31<sup>st</sup> of the current year. New employees are eligible for the bonus after six months of the date of hire. They will be paid from the sixth month anniversary until the end of the year. An employee who terminates his or her employment and returns at a later date will be considered a new hire. A budget committee will determine if bonuses can be paid.