

Memo

To: Vacancy Release Committee
From: Brian Kenney, Library Director
Date: 12/11/12
Re: Library Staffing

The Library would like to take the following actions to reorganize its staff to provide better public service and support The Edge, the new library for teens.

We request to transfer \$65,000 from position control. \$25,000 would be applied to temporary office help—not in-house—and \$40,000 would go towards our part-time budget. These funds will allow us to move forward in our plans to reopen Thursday nights.

In addition, we would like to exchange the current release approval of a Grade 6 Senior Library Clerk (position 12369) for a Grade 9 Library Assistant. Job description attached. This will allow us to staff the Edge, the library for teens scheduled to open in 2013.

In consideration of these requests, we would abolish from the table of organization two library clerk vacancies (#12373 and #12377).