

MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: July 17, 2014
RE: Staffing Update

We are currently recruiting to fill two full-time positions, a Web Developer and IT Specialist plus one part-time HR Assistant. A contingent offer has been made for the Patron Service Coordinator (IMSA), background and drug screen in process.

Due to upcoming changes in delivery routes, we will not back fill any Courier Driver positions at this time.

Please let me know if you have any questions about other positions and I will provide as much information as I am able.

Thank you.

Resignations, Terminations and Retirements:

Employee Name: Robert Towner
Classification: Operations Manager (Full-time)
Project/Location: Operations/ Champaign
Start Date: June 30, 2014
Salary: \$41,433.60
Comment: Retire after 30+ years of service

New Hires:

Employee Name: Kalie Bathon
Classification: Page/Sorter (Part-time)
Project/Location: Operations/ Du Quoin
Start Date: July 1, 2014
Salary: \$8.67 Hour
Comment:

Promotions/Change in Position:

Employee Name: Nick Bennyhoff
Previous Classification: IT Administrator (Full-time)
Current Classification: Bibliographic Project Coordinator (Full-time)
Project/Location: SHARE/Edwardsville
Start Date: June 30, 2014
Salary: \$50,000 Annual
Comment: Position is funded by General Fund; not eligible for FY2015 increase.



Employee Name: Joe DeVillez
Previous Classification: IMSA Machine Clerk (Full-time)
Current Classification: Circulation Specialist (Full-time)
Project/Location: SHARE/ Du Quoin
Start Date: June 30, 2014
Salary: \$39,116.87 Annual
Comment: This position is for the Dream grant; not eligible for FY2015 increase.

Employee Name: Mary Johnston
Previous Classification: Computer System Coordinator (Full-time)
Current Classification: Share Tech Support Specialist (Full Time)
Project/Location: SHARE/ Du Quoin
Start Date: July 13, 2014
Salary: \$32,618.58 Annual
Comment: Updated job description to mirror current duties and responsibilities; lateral move, no change in salary.

Employee Name: Terry Moreland
Previous Classification: Computer Systems Coordinator (Part-time)
Current Classification: Share Reporting Services Specialist (Part-time)
Project/Location: SHARE/ Champaign
Start Date: July 13, 2014
Salary: \$19.42 Hour
Comment: Updated job description to mirror current duties and responsibilities; lateral move, no change in salary.

Employee Name: Michelle Ralston
Previous Classification: Circulation Specialist (Full-time)
Current Classification: Share School and OPAC Specialist (Full Time)
Project/Location: SHARE/ Champaign
Start Date: July 13, 2014
Salary: \$49,628.80 Annual
Comment: Updated job description to mirror current duties and responsibilities.

Employee Name: Kimberly Sparks
Previous Classification: Computer System Coordinator (Full-time)
Current Classification: Share Administrative Services Specialist (Full Time)
Project/Location: SHARE/ Du Quoin
Start Date: July 13, 2014
Salary: \$34,003.27 Annual
Comment: Updated job description to mirror current duties and responsibilities.