



Rockland Memorial Library
20 Belmont Street
Rockland, Massachusetts 02370
(781) 878-1236 Fax (781) 878-4013

COPY

EMPLOYMENT CONTRACT

This is an agreement between the Board of Trustees of the Rockland Memorial Library, hereinafter referred to as the "Library Trustees" and Geralyn Schultz, hereinafter referred to as the "Youth Services Librarian."

The parties hereto mutually agree to the following conditions:

1. **EMPLOYMENT:** The Library Trustees hereby employ Geralyn Schultz as Youth Services Librarian at the Rockland Memorial Library effective March 7, 2007 and Geralyn Schultz hereby accepts employment on the following terms and conditions:
2. **DUTIES:** The Youth Services Librarian agrees to perform the duties of the Youth Services Librarian as listed herein, in accordance with all applicable Massachusetts General Laws, statutes, town ordinances, bylaws, charters, and written policies of the Board of Library Trustees. As a professional librarian, the Youth Services Librarian agrees to perform the functions and duties of the position, and to perform other legally permissible and proper duties and functions as assigned by the Library Director. The Youth Services Librarian assists the Library Director in all aspects of library operations, including personnel, collection development and public service. The Youth Services Librarian directs and supervises the youth services function of the library including the young adult and children's room collections. The children's room reference collection is maintained collaboratively with the Youth Services Librarian and the Reference Librarian. The Youth Services Librarian assists library users in locating library materials and information; prepares and performs story times and other activities; instructs groups on library resources; provides outreach services to the schools and other community service organizations; and keeps abreast of developments in the area of youth services and technology. The Youth Services Librarian works under the general direction of the Library Director with a high degree of independent responsibility and shares the responsibilities for the operation of the library with the Reference Librarian in the absence of the Library Director.
3. **TERM:** The Youth Services Librarian's term of employment shall be for one (1) year subject to the conditions herein. The Youth Services Librarian shall remain under the terms of the existing agreement until such time that a successor agreement is signed or the Trustees exercise the terms of Section 11 of this agreement.
4. **SALARY:** The Youth Services Librarian shall be paid weekly at the annual salary of \$35,000.00 beginning March 7, 2007 for a full time, 35 hour work week

to include, but not limited to, one evening and alternating Saturdays. The Library Trustees further agree that salary increases will be considered and may be granted each fiscal year based upon performance evaluations by the Library Director, recommendation by the Library Trustees and with approval of Town Meeting. Annual wage adjustments will reflect the town-wide increases for non-union professional personnel.

5. PROBATIONARY PERIOD: The first six months of employment shall constitute a probationary period. During this period, performance of duties and responsibilities shall be closely monitored with guidance provided as necessary to address questions, make corrections and clarify responsibilities. During the probationary period employment may be terminated by either party after one month's notice.
6. VACATION: The Youth Services Librarian shall be entitled to 20 days paid vacation per year. Ten (10) vacation days may be taken after the initial six (6) months of continuous employment. Vacation will ordinarily be used in the fiscal year except when staffing emergencies warrant carry-over. Vacations are to be scheduled with the Library Director.
7. LEAVE: The Youth Services Librarian shall be entitled to the following paid leave:
 - 7.1 Personal leave: 3 days per fiscal year after 1 year of employment.
 - 7.2 Sick leave: 1 and ¼ days for each month of continuous service. On retirement or death, the employee/ beneficiary shall be compensated in cash for any unused sick leave up to a maximum of 125 days.
 - 7.3 Holidays:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
President's Day	Veterans Day
Patriot's Day	Thanksgiving Day
Memorial Day	Christmas Day
Independence Day	
 - 7.4 Funeral leave: 3 days for immediate family.
8. FRINGE BENEFITS: The Youth Services Librarian shall be entitled to all insurance (medical, hospital, life, etc.), pension, holidays, and other fringe benefits currently available to comparable Town Personnel not covered by collective bargaining.
9. SELECTION AND FACILITIES USE POLICIES: The Library Trustees have established written policies, hereby made a part of this agreement, on the selection

of library materials and on the use of materials and facilities in compliance with the American Library Association's Library Bill of Rights, Freedom to Read statement and other related policies, resolutions, and statements defining the principles set out in the basic documents of intellectual freedom.

10. NOTICE OF TERMINATION: The Youth Services Librarian may terminate this agreement by submitting written notice to the Library Trustees not less than thirty days prior to the final day the Youth Services Librarian intends to work.
11. DISMISSAL: During the duration of this agreement and all successor agreements, the Youth Services Librarian shall have the right to continue in the same job as long as she remains able and willing to perform the duties and obligations set forth in this contract. While this agreement is in force, employment may nevertheless be terminated upon the following procedure to assure due process:
 - 11.1 At least twenty working days before a hearing at which the Library Trustees intend to decide whether the Youth Services Librarian shall be dismissed, the Library Trustees shall give written notice to the Youth Services Librarian that includes the time and place of the hearing, the alleged cause necessitating possible dismissal, and who shall conduct the hearing.
 - 11.2 The Youth Services Librarian may attend the hearing, with or without counsel, to hear and cross-examine all witnesses against the Youth Services Librarian and to present witnesses in her defense.
 - 11.3 The Library Trustees shall hold an open hearing unless the Youth Services Librarian requests the hearing be closed.
 - 11.4 After conducting the hearing, the Library Trustees shall prepare a statement of those findings of fact brought out by the hearing, upon which its decision shall be based, and a statement as to what change, if any, must be made for public benefit, and a reasoned statement of the amount of just compensation, if any, to which the Youth Services Librarian is deemed to be entitled.
 - 11.5 Within five working days after the hearing, the Youth Services Librarian shall be provided a copy of the Library Trustees written statement of its findings and of its decisions based upon the facts found.
12. GENERAL PROVISIONS: All terms of this agreement that may conflict with any constitution or statute in effect in the Commonwealth of Massachusetts or

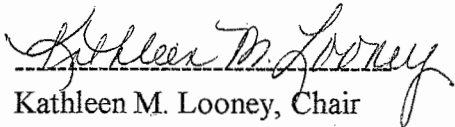
federal laws, are hereby amended to conform to such law. If any paragraph, part of, or rider to this agreement is invalid, it shall not affect the remainder of said agreement, but said remainder shall be binding and effective against all parties.

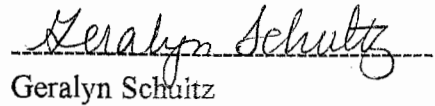
This agreement embodies the entire understanding and agreement between the Library Trustees and the Youth Services Librarian, and no inducement, promise, term, condition, or obligation is made or entered into by either party if not set forth herein or incorporated herein by reference. The agreement may be amended by a written document signed by the Youth Services Librarian and the Library Trustees and no other mode of amendment shall be effective.

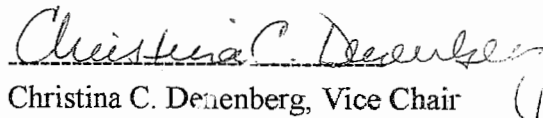
IN WITNESS WHEREOF, both parties have dated, signed and sealed this Agreement and a duplicate thereof.

Library Trustees:

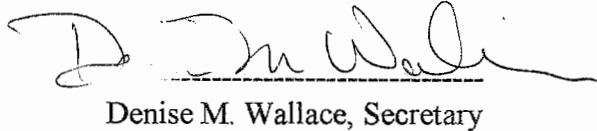
Youth Services Librarian:

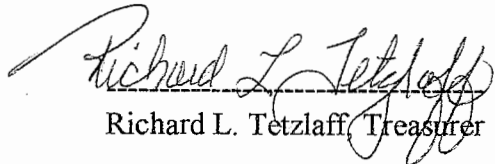

Kathleen M. Looney, Chair

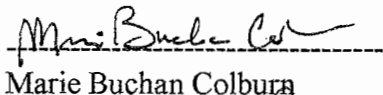

Geraldyn Schultz

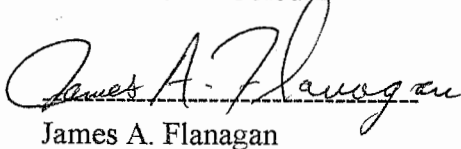

Christina C. Denenberg, Vice Chair

Date: 2/22/07


Denise M. Wallace, Secretary


Richard L. Tetzlaff, Treasurer


Marie Buchan Colburn


James A. Flanagan

Date: 3/13/2007