

## MEMO

**To:** State Library Commission  
**From:** Karen Strege  
**Re:** State Personnel  
**Date:** October 5, 1999

At your last meeting, you approved a 5% increase in my pay. Unfortunately, the state personnel division has not approved this request. I have enclosed a copy from John McEwen, Division Administrator. Before I suggest an alternative, I will give you a brief overview of the rules that govern increases in pay.

As agency director, state rules give me three ways in which to award raises outside of the blanket increases given by the legislature.

1. Rule number 1827 gives me the authority to grant an salary increase to a total of 2% of MSL staff each year, which equals one staff member, to combat potential retention problems.
2. Rule number 1828 gives me the authority to request that the Department of Administration grant other increases for staff due to exceptional circumstances.
3. About two years ago, the Department of Administration gave agency directors additional power under rule number 1827 (7) to raise the salaries of staff who are classified in information technology grades. These raises are limited to 20% of an agency's staff classified in these grades.

Mike requested that my raise be considered under rule 1828. The personnel administrator ruled that just because I was underpaid does not constitute an extraordinary circumstance because this situation is common to all state employees. Furthermore, I did not ask a pay increase to alleviate a retention problem.

At the start of this fiscal year, I awarded the agency's one raise under rule 1827 to John Finn, who is classified in an information technology grade. To accomplish the commission's wishes, I could move John Finn's raise to the 1827 (7) category. This action would give the Commission that authority to grant me a raise under rule 1827.

Because of our newly developed understanding of this process, the Commission could not grant me an additional 3% raise in April. In August, both Kris and I believed that the personnel administrator would approve pay increases as a matter of course under Rule 1228. Obviously, we were wrong.

Therefore, I ask the Commission to reconsider its August decision. I request an 8% raise effective in the next pay period after the October Commission meeting. This raise would make my annual salary \$57,867. In August 2000, I will receive the blanket pay increase of 3% and my annual salary would be \$59,603. As you can see from the enclosed list of state librarians' salaries, this increase would move me two rungs from the bottom of the list.

I am sorry that I have to bring this matter to your attention again. You have my pledge not to discuss my salary with you until August 2001.