



## MEMO

**To:** Montana State Library Commission  
**From:** Sharon Hardwick, Human Resources Specialist  
**Subject:** Broadband Pay Plan Policy overview  
**Date:** November 26, 2022

The policy that governs Montana State Library employee compensation is presented to the Commission for informational purposes only. This policy, which is based on a template policy created by the Montana Department of Administration, Human Resources Division, establishes:

- How employee compensation is determined;
- The circumstances and process through which pay adjustments may be made;
- The circumstances and process through which pay incentives may be made.

This policy is updated and approved by the State Library Commission every odd year as required by policy. The Commission will formally review the policy next in Fall 2023.

[Current Broadband Pay Plan Policy](#)