

## Employment Contract for Gilbert Public Library Director – 2012

This contract was set by "Employer" (Gilbert Public Library Board) and accepted by "Employee", Nicole Miller. This contract covers the time beginning June 18, 2012 and ending December 31, 2012.

**Salary:** Employee will be paid \$18.13 per hour. Normal work week is 35 hours. These hours are flexible and vary by day and week. The hours are to cover the work detailed in the Library policy document: "Job Description: Library Director."

**Vacation:** Employee will receive five (5) days for 2012 and ten (10) days per calendar year thereafter.

**Sick Leave:** Employee receives 1.5 days per month. Hours may be accumulated up to 720 hours and carried year to year. Upon termination, unused sick leave will be paid at the rate of \$10.00 per day up to the maximum (720 hours.) Sick leave may be used for medical appointments and sick family as well as personal illness. Sick Family is defined by the Board as persons living with the Employee and related as follows: spouse, Children (natural, adopted, foster or court ordered), brothers, sisters, mother, father, parents-in-law, and grandparents. After three (3) consecutive full sick days, Employee may be asked to provide a doctor's note to Employer documenting need for time off.

**Holidays:** Twelve (12) days per year. The actual day or days used may vary to match Library holidays (Days closed to the public) and staffing needs.

**Bereavement Leave:** Up to three (3) days per year per family death. Family is defined as per Sick Leave above.

**Personal Leave:** Employee is allowed two (2) days per year for personal business (14 hours per year).

**Medical Plan:** Fully paid at single rate under the City of Gilbert plan. Employer pays for Employee only. Spouse and children may be added at Employee's expense.

**Dental Plan:** Fully paid by Employer under the City of Gilbert plan.

**Eyeglasses:** Employer reimburses Employee for prescription glasses at \$100.00 per year in a four year period, for a maximum of \$400.00 per four year period.

Date signed and executed: June 18, 2012

Employer: Gilbert Public Library

Rocco Leoni

Rocco Leoni, 2012 Chairman

Kathleen Wagner

Kathleen Wagner, 2012 Vice-Chair

Linda Milos, Secretary

Linda Milos

Judy Thorson  
Judy Thorson, Member

Richard Malnar

Richard Malnar, Member

Leon Schanlaub

Leon Schanlaub, Member

Robert Lind

Robert Lind, Member

Employee:

Nicole Miller

Nicole Miller