

April 5, 2011

Michael Wells, President
UAW Local 2200

RE: Grievance – March 9, 2011
Subs and Branch Coverage

In attendance representing UAW:
Michael Wells, Sue Nairn, Mary Jo Vortkamp,
Laurie Stuart, Joan Brand, Julie Fornell and Tiffani Simon

In attendance representing Administration:
Trinee Moore, Margaret Bruni, Benita Beckles and April Williams

Dear Mr. Wells:

A grievance meeting held to discuss which procedures should be followed when there is no librarian coverage for a branch. A letter was also submitted by the Union, dated March 21, 2011. The following is a response to the grievance and the aforementioned letter:

Administration accepts your position regarding branch coverage. However, instead of the closing the branch as a first step, call Branch Services to request a substitute in lieu of closing down the branch. Administration understands the need for employees to have an uninterrupted lunch period and will continue to make a reasonable effort to ensure coverage. However, if it becomes necessary, Branch Services may close a branch if there are no substitutes.

As listed in the minutes from the Branch Services meeting 5.13.99, emergency lunch options are as follows: (not in any particular order)

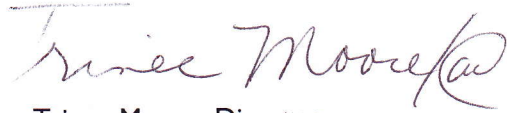
1. Call Branch Services for a substitute
2. Leave agency open and tell staff to come get you to answer questions then add that time to your lunch
3. Close agency down with notification to Branch Services
4. Leave agency open and say librarian is unavailable between hours ___ and ___

Administration is committed to providing a work environment that is conducive for producing an excellent experience for our customers. As stated in the **Strategic Directions 2008-2013**, *The Detroit Public Library will provide easy access to local and global information that will assist all users in the development of a lifetime of enrichment and growth.*

Administration considers this matter resolved to the satisfaction of both parties.

Should you have any questions or concerns, please do not hesitate to contact me at 313 481-1328 or tmoore@detroitpubliclibrary.org

Cordially,

A handwritten signature in cursive script that reads "Trinee Moore". The signature is written in dark ink and is positioned above the printed name.

Trinee Moore, Director
Human Resources

- C. J. Mondowney, Executive Director
- J. Machie, Deputy Director
- M. Bruni, Asst. Director Branch Services
- U. Onyemaechi, Asst. Director Main Library
- R. Call, Asst. Director Technical Services
- S. Nairn, APL Unit Chair
- J. Brand, POOL Unit Chair
- File