

### Hiring

The Board of Trustees is responsible for the fiscal management of the Library District including salaries of staff and administration. The following policy governs the hiring Library District employees:

1. The Board of Trustees hires the Executive Director, within the guidelines established by Civil Service Law and the *Rules for Classified Civil Service in Dutchess County* (latest edition).
2. The Board of Trustees, upon the recommendation of the Executive Director, hires all other staff within budgetary guidelines established by the Board of Trustees, Civil Service Law, the *Rules for Classified Civil Service in Dutchess County* (latest edition), and the agreement by and between the Poughkeepsie Public Library District and CSEA, Local 1000 AFSCME, AFL-CIO, Unit #6675, Dutchess County Local 814 (most current agreement).
3. If the Executive Director wishes to create new permanent positions during the budget year, Board of Trustees approval shall be required prior to any hiring action. Student Pages and part-time summer employees are excluded from this requirement.