


**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

Date: August 16, 2024

To: Kenneth Mejia, Controller  
Attn: James Robinson, Principal Deputy Controller

From:   
Matthew W. Szabo, City Administrative Officer

Subject: **TECHNICAL CORRECTIONS FOR THE 2023-2028 MEMORANDUM OF UNDERSTANDING FOR THE SUPERVISORY LIBRARIAN REPRESENTATION UNIT (MOU 16) (C.F. [24-0427](#))**

The 2023-2028 Memorandum of Understanding (MOU) between the City of Los Angeles and The American Federation of State, County, and Municipal Employees (AFSCME) Council 36, Local 2626, AFL-CIO for the Supervisory Librarian Unit (MOU 16) contains the following technical errors that require correction:

**APPENDIX I SALARY NOTES**

Appendix I Salary Notes inadvertently listed the incorrect salary note information. The corrected language should reflect the bold and underlined text as indicated below:

**APPENDIX I**

**SALARY NOTES**

**Note 1:** **Eight (8) employees in the class of Senior Librarian, Class Code 6153, when regularly assigned to perform duties as Senior Librarian in charge of a Regional Branch, shall receive salary at the second premium level rate (5.5%) above the employee's step rate of the salary range prescribed for the class. This compensation is pensionable.**

**Note 2:** **Effective July 7, 2019, one (1) employee in the class of Senior Librarian, Class Code 6153, shall receive salary at the second premium level rate (5.5%) above the employee's step rate of the salary range prescribed for the employee's class, when regularly assigned to each of the following Central Library departments/sections:**

- **Access Services**
- **Art, Music and Recreation**
- **Business and Economics**

- Children's Literature
- Digitization/Special Collections and Rare Books
- History and Genealogy
- Info Now
- International Languages
- Literature and Fiction
- Photo Collection
- Science, Technology and Patents
- Social Science, Philosophy and Religion
- Teen Scape

This compensation is pensionable.

Note 3: Effective July 7, 2019, one (1) employee each in the class of Senior Librarian, Class Code 6153, when regularly assigned to the Acquisitions or Catalog Departments of the Emerging Technology and Collections Division, shall receive salary at the second premium level rate (5.5%) above the employee's step rate of the salary range prescribed for the employee's class. This compensation is pensionable.

Note 4: Any employee assigned to perform duties related to the acquisition or cataloging of library materials, which require the use of a language other than English for the translation or transliteration of such materials, shall receive, in addition to the employee's regular compensation, salary at the second premium level rate (5.5%) above the employee's step rate of the salary range prescribed for the employee's class for each day so assigned. When regularly assigned, this compensation is pensionable. When assigned on an hourly or daily basis, this compensation is non-pensionable.

Note 5: Effective July 7, 2019, one (1) employee in the class of Senior Librarian, Class Code 6153, regularly assigned to the Adult Literacy Section of the Engagement and Learning Division, shall receive salary at the second premium level rate (5.5%) above the employee's step rate of the salary range prescribed for the employee's class. This compensation is pensionable.

Please direct questions to Angela Brown at [Angela.Brown@lacity.org](mailto:Angela.Brown@lacity.org).

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