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June 12, 2025

**TO: RAILS Board of Directors**

**FROM: Monica Harris, Executive Director**

**SUBJECT: RAILS Organizational Chart and Pay Grade Assignments FY2026**

In your packet you will find the proposed updates to the RAILS Organizational Chart and RAILS Pay Grade Assignments, which include an update to the structure to reflect a 2.27% adjustment recommended by HR Source for 2025. Thanks to Human Resources Director Samantha Daly for her preparation of these updates.

Please note that due to space limitations, the Organizational Chart is not strictly hierarchical. Double borders on the chart indicate supervisory responsibility or a manager designation.

Changes to Organizational Chart structure are as follows:

- Stacy Palmisano will be promoted from Special Projects Coordinator to Executive Assistant.

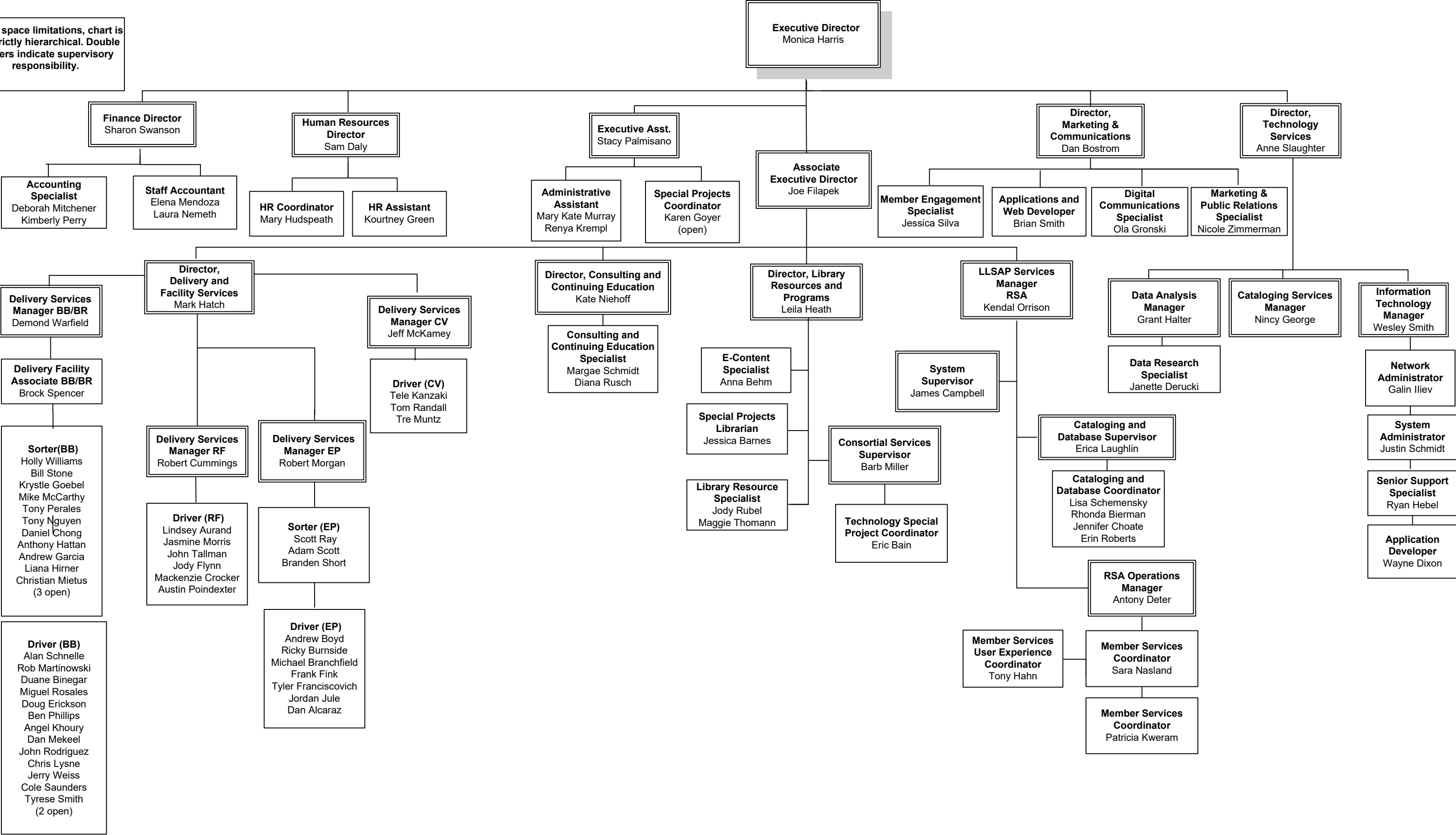
New Hires:

Maggie Thomann - 1406	Library Resource Specialist	9/4/2024
Jerry Weiss - 1407	Driver/Floater	9/18/2024
Cole Saunders - 1408	Driver	11/7/2024
Jasmine Morris - 1409	Driver	11/14/2024
John Tallman - 1411	Driver	1/2/2025
Daniel Chong - 1412	Sorter	1/2/2025
Anthony Hattan - 1413	Sorter	1/2/2025
Jody Flynn - 1414	Driver PT	1/3/2025
Andrew Garcia - 1416	Sorter	3/12/2025
Mackenzie Crocker - 1418	Driver	4/8/2025
Liana Hirner - 1419	Sorter	4/14/2025
Austin Poindexter - 1421	Driver	4/28/2025
Christian Mietus - 1422	Sorter	5/22/2025

Changes to the Org Chart  
(cont.):

Tre Muntz- 1423	Driver	5/27/2025
Tyrese Smith - 1424	Floater	5/29/2025
Jeremy James - 1425	Sorter	6/2/2025
Collin Smith - 1426	Sorter	6/2/2025
Jacob Perkins-1427	Sorter	6/9/2025

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**Reaching Across Illinois Library System**  
**Pay Grade Assignments**  
**Based on a 37.5 Hour Workweek**  
**Effective: July 1, 2025**

Pay Grade	FLSA	Position Title	Range Minimum	Range Midpoint	Range Maximum
<b>14</b>	E	Associate Executive Director	\$126,988	\$158,735	\$190,482
			\$65.12	\$81.40	\$97.68
<b>11</b>	E	Director, Technology Services	\$93,188	\$116,485	\$139,782
	E	Finance Director	\$47.79	\$59.74	\$71.68
<b>10</b>	E	Director of Library Resources and Programs	\$83,025	\$103,781	\$124,537
	E	Director, Consulting and Continuing Education	\$42.58	\$53.22	\$63.87
	E	Director, Delivery and Facility Services			
	E	Director, Marketing & Communications			
	E	Human Resources Director			
	E	Information Technology Manager			
	E	LLSAP Services Manager			
<b>9</b>	E	Applications Developer	\$73,970	\$92,462	\$110,954
	E	Application and Web Developer	\$37.93	\$47.42	\$56.90
	E	RSA Operations Manager			
<b>8</b>	E	Cataloging Services Manager	\$65,902	\$82,378	\$98,854
	E	Consortial Services Supervisor	\$33.80	\$42.25	\$50.69
	E	Data Analysis Manager			
	E	Member Engagement Specialist			
	E	Network Administrator			
	E	RSA Cataloging and Database Supervisor			
	E	RSA System Supervisor			
	E	System Administrator			
<b>7</b>	E	Data Analyst	\$58,715	\$73,394	\$88,073
	E	Delivery Services Manager	\$30.11	\$37.64	\$45.17
	E	E-Content Specialist			
	E	RSA System Coordinator			
	E	Staff Accountant			
	E	Technology Special Projects Coordinator			
	NE	Executive Assistant			
<b>6</b>	E	Consulting and Continuing Education Specialist	\$52,311	\$65,389	\$78,467
	E	Digital Marketing & Communications Specialist	\$26.83	\$33.53	\$40.24
	E	Human Resources Coordinator			
	E	Library Resource Specialist			
	E	Marketing and Public Relations Specialist			
	E	Special Projects Librarian			
	NE	Social Projects Coordinator			
<b>5</b>	E	RSA Cataloging & Database Coordinator	\$46,606	\$58,258	\$69,910
	NE	RSA Member Services Coordinator	\$23.90	\$29.88	\$35.85
	NE	RSA Member Services User Experience Coordinator			
	NE	Senior Support Specialist			
<b>4</b>	NE	Accounting Specialist	\$41,524	\$51,905	\$62,286
	NE	Administrative Assistant	\$21.29	\$26.62	\$31.94
	NE	Delivery Lead/Facility Associate			
	NE	Human Resources Assistant			
<b>3</b>		Hold for future restructuring	\$36,994	\$46,243	\$55,492
			\$18.97	\$23.71	\$28.46
<b>2</b>	NE	Driver/Sorter	\$32,960	\$41,200	\$49,440
	NE	Floater	\$16.90	\$21.13	\$25.35
	NE	Sorter/Driver			