

YAKIMA VALLEY LIBRARIES

In the Matter of Adopting Bi-Monthly Payroll Periods)

RESOLUTION
#09-008

WHEREAS, the Board of Trustees adopts policy for Yakima Valley Libraries;

WHEREAS, Board adopted Resolution #77-002 *In the Matter of Payment Intervals for Employees* was adopted in September 1997;

WHEREAS, there is a need to redesign the pay periods and payroll dates to allow for improved processing of wages;

WHEREAS, WAC 296-126-001, WAC 296-126-023, and WAC 296-128-035 govern the establishment of pay period dates and payroll dates;

WHEREAS it is the recommendation of staff that the pay periods move from monthly to bi-monthly to better serve the Library as well as staff:

BE IT THEREFORE RESOLVED that the Board of Trustees rescind Resolution #77-002 and adopt a bi-monthly payroll interval as recommended in the above-referenced WAC's to include:

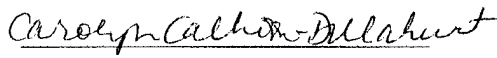
Pay period: 1st of the month through 15th of the month
Payday: 25th of the month

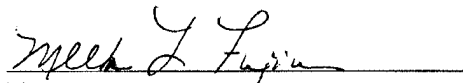
Pay period: 16th of the month through 30/31st of the month
Payday: 10th of the following month

Pay dates which fall on weekends or holidays will be the earliest working date prior to payday.

The dates will commence in January of 2010.

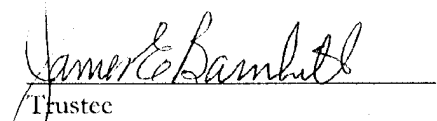
ADOPTED by the Board of Trustees this 27th day of October, 2009.


Trustee


Trustee


Trustee


Trustee


Trustee