

MEMO

To: RPL Board

From: Nick Demske, Library Director

Date: May 19, 2026

Subject: Aspirational DRAFT Org Chart

Dear RPL Trustees,

In this month's Board packet, we've included what we are calling our Aspirational DRAFT Org Chart. This is a vision for an org chart which we would like to work towards, but which would need to happen in several phases and would potentially take a couple of years to go to. This org chart assumes a few key retirements over the next year or so, as well. I emphasize that it is a draft, meaning it is subject to change at any point still. But I include it so as you consider the "Phase I Org Chart" change later this evening, you understand that it is just one step (though arguably the biggest step) to working towards bigger and more holistic changes in the long term.

At the last F&P committee meeting, it was requested that we share the DRAFT timeline with you all, also. Again, this is a draft and so is subject to change with each passing day. Since it was requested, though, we wanted to provide it here as well (below).

Big thanks to all of the leadership team and supervisors for contributing so much to this process, and special thanks to our DD, Lizzie, for being the principal author of these org chart and timeline versions. Here is the proposed DRAFT timeline:

Phase 1 (by July 2026)

1. Approve the new structure
2. Transition the following roles (or vacancies)
 - a. Bookmobile Supervisor > Outreach & Bookmobile Librarian (1 FTE)
 - b. Head of Business Development > Head of Community Engagement (1 FTE)
 - c. Social Worker > Social Services & Public Safety Supervisor (1 FTE)

- d. Head of Circulation and Technical Services > Head of Access Services (1 FTE)
- e. Library Assistant- Technical Services > Library Associate- Technical Services (1 FTE)

Phase 2 (by September 2026)

- 1. Fill the following vacant roles
 - a. Outreach & Bookmobile Librarian (1 FTE)
 - b. Head of Access Services (1 FTE)

Phase 3 (by April 2027)

- 1. Finalize, post, and fill the following positions
 - a. Public History Librarian (1 FTE)
 - b. Social Services Specialist (.5 FTE)
- 2. Transition the FTE of the following positions
 - a. Home Delivery Coordinator: .7 FTE > 1 FTE
 - b. Innovators in Residence: .5 FTE > .7 FTE
 - c. PSA: 2.4 FTE > 2 FTE
 - d. Bookmobile Driver: .5 FTE > .25 FTE

Phase 4 (by April 2028)

- 1. Transition out ASD and YSD Supervisor Roles
- 2. Finalize, post, and fill the following positions
 - a. Public Services Supervising Librarian (1 FTE)

Phase 5 (by January 2029)

- 1. Finalize any remaining FTE transitions
- 2. Fill any remaining vacancies

This Agenda Item doesn't require any action, but is provided for your reference and context, when considering the items we will be taking action on this month.

Thanks and please reach out if you have any questions,

Nick Demske
Executive Director