

**Harrison Public Library**

# Memo

**To:** Mayor Ron Belmont and Members of the Town Board  
**From:** Galina Chernykh  
**CC:** Jacqueline Greer, Debra Scocchera  
**Date:** 7/12/2017  
**Re:** Request to approve an internal promotion

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Dear Mayor Belmont and the Members of the Town Board:

The Town Board approval is requested to promote Daniel Briem from a full-time position of a Library Clerk to a full-time position of a Library Assistant, effectively Monday, July 24<sup>th</sup>, 2017.

Mr. Briem took and successfully passed the Library Assistant Exam.

The work week will not exceed 35 hours per week. The annual salary will be \$55,829; it was budgeted for FY17. The Town Board approved the FY17 Library Budget.

Galina Chernykh, Library Director.