

Boodle Fund

The Boodle Fund is an emergency, short-term, no-interest loan fund to assist employees with unforeseen financial emergencies. Loan approval and repayment must be arranged by the Director and Finance Office.

MISCELLANEOUS

Professional Associations

CALS will subsidize membership in the Arkansas Library Association by paying 50% of first-year dues and 25% of second-year dues. Financial assistance will also be provided to attend Arkansas Library Association conferences. The American Library Association provides

financial assistance for its first- and second-year membership dues. Employees may apply for travel grants to attend work-related conferences.

CALS Logo Wear

Free clothing featuring the CALS logo is occasionally offered to employees.

Direct Deposit

Employees may have their salaries deposited directly into their bank account.

Discounts

All employees receive special discounts from River Market Books & Gifts, Bookends, and the Prose Garden Café, all located on the Main Library campus.

Central Arkansas Library System

Employee Benefits

Central Arkansas Library System

Main Library Campus

Main Library
100 Rock Street
Little Rock • 918-3000
Mon.-Thurs., 9 a.m.-8 p.m.;
Fri. & Sat., 9 a.m.-6 p.m.;
Sun. 1-5 p.m.

Arkansas Studies Institute
401 President Clinton Avenue
Little Rock • 320-5700
Offices: Mon.-Fri., 9 a.m.-5 p.m.
Galleries: Mon.-Sat., 9 a.m.-6 p.m.

Cox Creative Center
120 River Market Avenue
Little Rock
River Market Books & Gifts • 918-3093
Bookends Café • 918-3091
Mon.-Sat., 9 a.m.-5 p.m.

Branch Locations

Children's Library & Learning Center
4800 West 10th Street
Little Rock • 978-3870
Mon. - Thurs., 10:00-7:00
Fri., Sat., 10:00-6:00

McMath Library
2100 John Barrow Road
Little Rock • 225-0066
Mon., Wed., 9:00-8:00
Tues., Thurs., Fri., Sat., 9:00-6:00

Sanders Library
31 Shelby Drive
Sherwood • 835-7756
Mon., Wed., Fri., Sat., 9:30-6:00
Tues., Thurs., 9:30-8:00

Dee Brown Library
6325 Baseline Road
Little Rock • 568-7494
Mon., Tues., Thurs., 10:00-8:00
Wed., Fri., Sat., 10:00-6:00

Milam Library
609 Aplin Avenue
Perryville • 501-889-2554
Mon., Wed.-Sat., 10:00-6:00
Tues., 10:00-8:00

Terry Library
2015 Napa Valley Drive
Little Rock • 228-0129
Mon., Wed., Thurs., 9:00-8:00
Tues., Fri., Sat., 9:00-6:00

Fletcher Library
823 N. Buchanan
Little Rock • 663-5457
Mon., Tues., Wed., 9:00-8:00
Thurs., Fri., Sat., 9:00-6:00

Nixon Library
703 W. Main Street
Jacksonville • 457-5038
Mon., Wed., Fri., Sat., 10:00-6:00
Tues., Thurs., 10:00-8:00

Thompson Library
38 Rahling Circle
Little Rock • 821-3060
Mon., Tues., Thurs. 10:00-8:00
Wed., Fri., Sat., 10:00-6:00

Maumelle Library
10 Lake Pointe Drive
Maumelle • 851-2551
Mon., Tues., Thurs., 10:00-8:00
Wed., Fri., Sat., 10:00-6:00

Rooker Library
11 Otter Creek Court
Little Rock • 907-5991
Mon., Wed., Thurs. 10:00-8:00
Tues., Fri., Sat., 10:00-6:00

Williams Library
1800 Chester Street
Little Rock • 376-4282
Mon., Wed., Fri., Sat., 10:00-6:00
Tues., Thurs., 10:00-8:00



Proudly serving
Little Rock, Jacksonville, Maumelle,
Sherwood, and Pulaski and Perry counties



www.cals.org

LEAVE TIME

Paid Holidays

Full-time employees receive 10 paid holidays:

- New Year's Day
- Martin Luther King Day
- Presidents' Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Eve Day
- Christmas Day

Regular part-time employees receive 4 hours of paid time for each holiday.

Paid Time Off

PTO combines traditional vacation and sick leave plans into one flexible, paid time-off policy. PTO may be used for vacation, personal or family illness/doctors' appointments, or for other personal business.

The PTO accumulation limit is 480 hours. PTO is provided to full- and part-time employees.

Sick Leave Pool

Full-time employees may draw hours from the pool in the event of long-term illness after their own PTO balance has been exhausted.

To join the Employee Sick Leave Pool, employees must donate one-half hour of PTO each pay period.

INSURANCE & OTHER COVERAGE

Medical Insurance

CALS pays 80% of insurance premiums for regular employees. CALS will also pay 50% of premiums for dependent coverage.

Dental Insurance

Dental insurance is available to full-time

employees and their dependents. CALS pays 80% of the premium for the employee; employees pay 100% for dependents.

Vision Insurance

Vision insurance is available to regular employees and their dependents. Employees pay 100% of the premium for this policy.

Life/Accidental Death/Dismemberment

Life insurance is provided at no cost to full- and part-time employees. The policy amount for full-time employees is twice the employee's annual salary; the policy amount for part-time employees is \$6,000.

Long-Term Disability

Long-term disability insurance is provided at no cost to full-time employees.

Long-Term Care

A 3-year, \$1,000 basic long-term care policy is provided to full- and part-time employees.

Additional coverage and/or dependent coverage is available. Employees pay 100% of the premiums for additional coverage.

Workers' Compensation

CALS provides a comprehensive workers' compensation insurance program at no cost to all employees. This program covers any injury or illness sustained in the course of employment that requires medical treatment.

Supplemental Insurance Programs

Additional insurance policies, such as life and cancer, are available to employees. Employees pay 100% of any supplemental coverage.

Employee Assistance Program

The EAP is a confidential counseling program to aid employees and/or their dependents with

a variety of problems, such as alcohol abuse, depression, and legal problems. Assessment and sessions are free; however, if long-term counseling is recommended, employees will be referred to other resources.

Pre-Tax Options

Premium payments made by employees for some programs are eligible for pre-tax payment. This option reduces taxable income because payments are deducted prior to determining tax withholding. This option must be updated prior to the beginning of each tax year.

RETIREMENT

Pension

After six months of employment, CALS contributes 8% of the employee's salary to a pension fund (as of 7/1/11). This benefit is provided only to full-time employees.

Deferred Compensation/457 Plans

Full- and part-time employees may choose to contribute to these plans, up to amounts set by IRS regulations. These contributions lessen taxable income and may be allocated to a variety of investment accounts chosen by the employee.

SPECIAL FUNDS

Morris Fund

The purpose of the Morris Fund is to improve the working environment for CALS employees. Staff members decide how to spend their branch's annual allocation.

Alice Gray Fund

This fund assists employees who wish to further their education through tuition grants for college-level courses. All employees are eligible to apply.