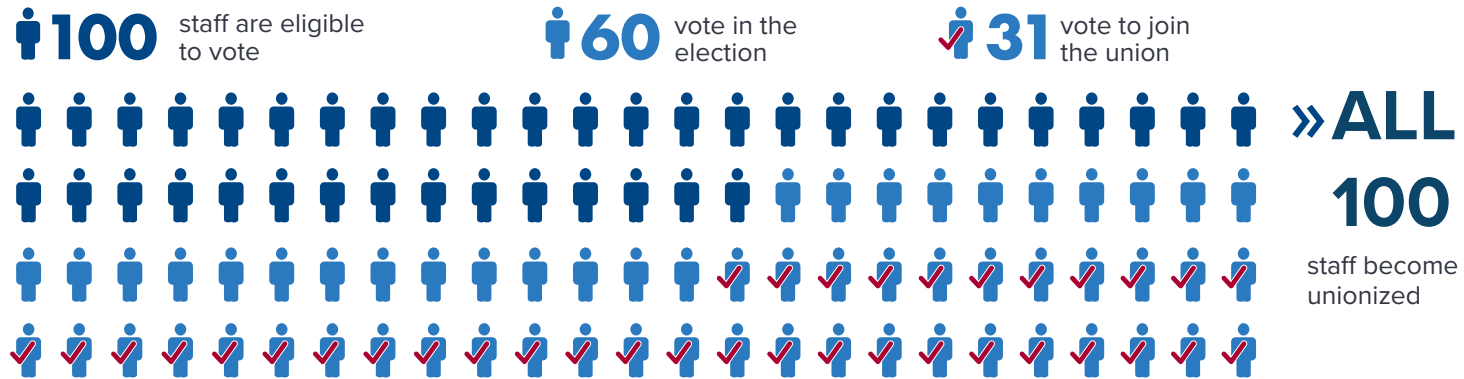


YOUR VOTE IS IMPORTANT

The election is determined by a simple majority of those who vote (50% + 1), but the outcome affects everyone. For example:



Reminders

- Your vote is private, and no one will know how you voted unless you tell them.
- The secret ballot is confidential. Ballots do not include names or identification.
- If the union is voted in, all eligible library staff today, and in the future, will be unionized—not just the staff who voted.
- You can vote even if you did not sign a union authorization card or petition.
- You can vote “NO” even if you did sign a union authorization card or petition.

ELECTION OUTCOME

Ballots from the in-person and mail ballot processes will be commingled and counted on August 21, 2024. Penn Libraries will announce the outcome to our staff as soon as the results are known.



Your Guide to Voting in the NLRB Election

Fully Remote Staff

Penn Libraries’ staff members are essential to our ability to support the teaching and research mission of the University, and we care about your personal and professional success. Please carefully read the enclosed information related to the upcoming National Labor Relations Board (NLRB) election.

Designated library staff will have the opportunity to vote “YES” or “NO” to unionization with AFSCME District Council 47 in the election conducted by the NLRB, a federal agency. Staff who work primarily on site will vote in person and remote staff will vote by mail ballot. Absentee ballots are not available for NLRB elections and staff who work primarily in person are not able to vote by mail.

This guide includes information about voting by mail ballot.

ELECTION DETAILS

August 7, 2024

Ballots will be mailed to home addresses of employees designated as fully remote. Start looking for the voter kit in your mail.



August 14, 2024

If you have not received your voter kit and ballot by this date, contact the NLRB and request a duplicate voter kit by calling the Region 04 Office at 215-597-7601 or toll-free at 844-762-NLRB (844-762-6572).



August 21, 2024

All mail ballots must be received before 2:00 p.m.



WHO IS ELIGIBLE TO VOTE

Eligible voters include all non-supervisory full-time and regular part-time professional employees (listed below) at the University Libraries and Archives and Records Center at the University of Pennsylvania, employed during the payroll period ending June 30, 2024.

Application Architect	Archivist B	Librarian B-01
Application Developer B	Business Systems Analyst	Librarian C
Application Developer C	Data Analyst D	Processing Archivist
Application Developer Senior	Librarian A	Staff Writer B
Archivist A	Librarian A-01	Staff Writer C
Archivist A-01	Librarian B	



Note about Biddle Law Library staff: Biddle Law Library staff designated as eligible voters may vote even though no decision has been made regarding whether they are included in, or excluded from, the bargaining unit. These ballots may be challenged because their eligibility has not been determined. A challenged ballot simply means unless those votes would change the outcome of the election, they are not counted. If the election is close, the eligibility or inclusion of these individuals will be resolved, if necessary, following the election.

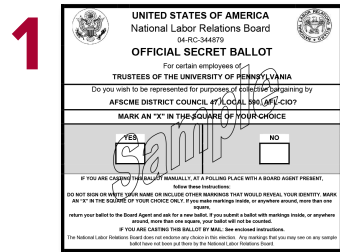
WHO IS NOT ELIGIBLE TO VOTE

Supervisors and managers of staff and student workers are not eligible to vote even if their title is included in the list. According to the NLRB, managerial employees cannot form or participate in bargaining units to prevent conflicts of interest between the fellow workers and the organization. Therefore, if you supervise or manage any employee—staff or student—you are not eligible to vote. The NLRB and the union agreed to the definitions of supervisory staff for this election.

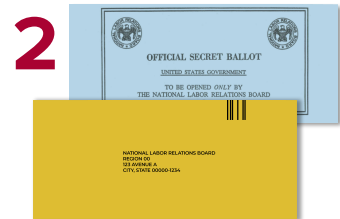
WHAT TO KNOW BEFORE YOU VOTE

- Consider the facts about whether or not a union can actually make a positive difference on the issues that are important to you. If you are unsure, consider voting “NO.”
- No one will know how you vote. This is a secret ballot election designed to protect the confidentiality of voters.

HOW TO VOTE



1 Mark your ballot in secret by placing an X in the appropriate box. Do not sign or write your name or make any other markings on the ballot. If you make a mistake, you may request a new ballot by calling the Region 04 Office at 215-597-7601.



2 Put your ballot in the blue envelope and seal the envelope. Put the blue envelope containing the ballot into the yellow addressed return envelope.

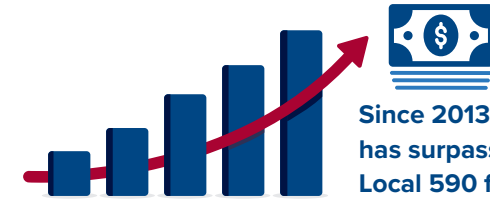


3 Sign, do not print, the back of the yellow return envelope in the space provided. To be counted, the yellow return envelope must have a legible signature to help with verification. This ensures that no one can vote on your behalf. The NLRB will match your signature on the outside of the envelope to the eligible voter list. During the vote count, the signed yellow envelope is not associated with your blue ballot envelope.

REMEMBER: if you have not received your voter kit by August 14, contact the NLRB to request a duplicate kit by calling the Region 04 Office at 215-597-7601 or toll-free at 844-762-NLRB (844-762-6572).

CONSIDER THE FACTS

Penn Libraries has paid our staff better than the union has negotiated.



Since 2013, the Penn Libraries salary increase has surpassed the increase negotiated by Local 590 for its members by 6.35%.

Penn Libraries is already working together with staff to address most of the topics the union has raised.

- **Added transparency** to merit increases by aligning increases to performance ratings
- **Reduced reliance** on term-limited positions by converting term positions into regular positions (four out of eight staff member positions that are not limited by finite funding were converted in the past nine months alone)
- **Established** all-staff town halls and monthly leadership conversations to transparently answer questions, share updates, and discuss staff concerns
- **Reduced** staff turnover by 75% in just two years
- **Improved communications** among staff by establishing a monthly newsletter, creating a wiki for staff policies and resources, and increasing the frequency of senior leaders' direct communications with staff
- **Increased freedom** over professional development with streamlined approval and reimbursement procedures

A union may not be the answer to the other topics important to you.

Topics that are mandatory subjects of collective bargaining:

- Pay
- Benefits
- Paid leave
- Seniority
- Scheduling practices/hours
- Promotions/transfers

Topics that are not typically covered in collective bargaining agreements:

- Facilities, police/public safety, and operational decisions
- Hiring decisions
- University governance and policies
- DEIAJ, political and social justice issues



Regardless of what the union says, there are no guarantees when it comes to labor contracts.



Pay, benefits and terms and conditions of employment would remain status quo until an agreement is reached—and this often takes a long time.

Source: Bloomberg Law Labor Data



Once a union is voted in, you can't opt out even if what is negotiated is not as good as what you have today, you never supported the union or signed a union card, and you voted “no” in the election.