

MEMORANDUM OF AGREEMENT

IT IS HEREBY AGREED by and between TOP LOCAL 2110, UAW (hereinafter "Union") and the NEW YORK CIVIL LIBERTIES UNION (hereinafter "Employer"), that the contract between the parties is hereby extended in all its terms and conditions to March 31, 2008, except as specifically modified below.

1. Wage Increases

(A) Retroactive to January 1, 2003, each employee shall receive a wage increase of 2% on his/her salary.

(B) Retroactive to April 1, 2003, each employee shall receive a wage increase of 2% on his/her salary.

(C) Effective April 1, 2004, each employee shall receive a wage increase of 4% on his/her salary.

(D) Effective April 1, 2005, each employee shall receive a wage increase of 4% on his/her salary.

(E) Effective April 1, 2006 each employee shall receive a wage increase of 3% on his/her salary.

(F) Effective April 1, 2007, each employee shall receive a wage increase of 4% on his/her salary.

2. Hiring Rates

Effective 1/1/03, the minimum salaries for all job categories shall be increased to \$24,000.00; the bookkeeper job category shall be increased to \$26,000.00.

3. Basic Crew

The Employer agrees to employ continuously four (4) full-time persons in order of seniority who shall constitute the basic crew and shall not be subject to layoff at any time.

4. Work Conditions

Delete Article 10D(2)

5. Family Medical Leave

The Employer will comply with the provisions of the "Family and Medical Leave Act of 1993" as presently enacted except as it applies to providing health insurance.

6. **Vacation**

- 1-2 years = 15 days
- 3-5 years = 17 days
- 6-10 years = 20 days
- 11-20 years = 22 days
- 20-25 years = 23 days
- 25+ years = 24 days

Vacations are accrued after three (3) months and collectible after six (6) months' employment, at specific times arranged mutually between the employee and the Employer. Up to five (5) unused vacation days may be carried over to the following year or may be taken in pay, by mutual agreement between the employee and the Employer. The Employer shall not unreasonably refuse to pay any employee for unused vacation days, if the employee so requests.

B. Holidays falling within an employee's vacation shall be granted either in time or in pay, by mutual agreement between the employee and the Employer.

C. Employees shall be paid for their vacation time before they leave on vacations if they so request.

7. **Education Fund**

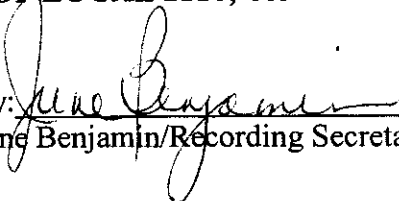
Effective January 1, 2003, the NYCLU shall contribute to the UAW Education Fund for each employee in the bargaining unit, one-half percent (.5%) of the first twenty-thousand (\$20,000) dollars of yearly income.

The remainder of the basic contract remains in effect.

THIS AGREEMENT IS SUBJECT TO RATIFICATION BY THE UNION AND THE NEW YORK CIVIL LIBERTIES UNION BOARD OF DIRECTORS.


Agreed to this 14th day of November, 2003

TOPLOCAL 2110, UAW

By: 
June Benjamin/Recording Secretary

By: 
Carmen D. Santiago/Unit Chair

NEW YORK CIVIL LIBERTIES UNION

By: 
~~R. David Addams, Deputy Executive Director~~
Donna Lieberman