BRANCH DISTRICT LIBRARY www.BranchDistrictLibrary.org

VOLUNTEER POLICY REVIEW

May 14, 2025

Recently-enacted changes to the Michigan Youth Employment Standards Act (YESA) warrant us revisiting our <u>Volunteer Policy</u>. For background, this webinar from our attorneys at Foster Swift is recommended viewing: https://youtu.be/3m_46OoWy-s.

According to our both Library of Michigan Legal Specialist, Clare Membiela, and Foster Swift's Mike Blum, the issues are:

- 1. Under the law, there is basically no distinction between volunteers and employees.
- 2. Therefore, work permits are required for minor volunteers, and limits to hours apply. Major changes to how work permits operate are coming in October of 2026.
- 3. Our current policy allows for volunteers aged 12 and above, but YESA does not permit those under 14 to work, except for a very limited range of occupations that do not apply to libraries, so the allowed age in our policy needs to be raised to 14.
- 4. Boards, such as our Teen Advisory Council, fall under these YESA rules.

Recommended Changes

- 1. Change first sentence of "Volunteers Defined" from:
 - "Volunteers are people age 12 or older who provide special, unusual, or supplemental services to the library without wages or benefits." to:
 - "Volunteers are people age 14 or older who provide special, unusual, supplemental, or advisory services to the library without wages or benefits."
- 2. Change the 2nd sentence of "How to Become a Volunteer" from: "Volunteers under 18 years of age must also have their application signed by a parent or guardian." to:
 - "Volunteers under 18 years of age must have a valid work permit, in addition to their application signed by a parent or guardian."
- 3. Add a new 3rd bullet point to the "Volunteer Hours of Work and Supervision" section:
 - "Those under 18 years of age will have limitations on the number of hours they can volunteer in accordance with the Michigan Youth Employment Standards Act."

Submitted by John Rucker