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**BOARD OF TRUSTEES**  
Minutes of the Management Committee  
January 21, 2021

**I. CALL TO ORDER.**

The Management Committee meeting of the Des Plaines Public Library Board of Trustees was held in the second-floor conference room on Thursday, January 21, 2021. Chair Denise Hudec called the meeting to order at 5:30 p.m.

**II. ROLL CALL.**

Roll call indicated the following committee members were present: Denise Hudec, Kristen Graack, Gregory Sarlo, Carol Kidd.

Also present: Jo Bonell, Roberta Johnson, Heather Imhoff.

**III. CONSIDERATION OF THE AGENDA.**

MOTION by Kristen Graack, seconded by Gregory Sarlo, to approve the agenda, as presented. ROLL CALL VOTE: AYES: Graack, Hudec, Sarlo. NAYS: None. MOTION CARRIED.

**IV. Public Comments and Questions.**

None.

V. REVIEW JOB DESCRIPTIONS. [Action Item]

Library Director Jo Bonell asked the committee to approve changes to the following job descriptions:

Acquisitions and Cataloging Manager  
Building and Security Manager  
Head of Patron Accounts Services  
Material Services Manager

MOTION by Gregory Sarlo, seconded by Kristen Graack, to approve the following job descriptions with changes:

Acquisitions and Cataloging Manager  
Building and Security Manager  
Head of Patron Accounts Services  
Material Services Manager

ROLL CALL VOTE: AYES: Graack, Hudec, Sarlo. NAYS: None. MOTION CARRIED.

VI. REVIEW AND APPROVE PERSONNEL POLICY. [Action Item]

Library Director Jo Bonell asked the committee to review the Drug-Free Workplace Policy which includes the legalization of cannabis in Illinois.

MOTION by Kristen Graack, seconded by Gregory Sarlo to approve the changes to the Personnel Policy, which includes the legalization of cannabis in Illinois. ROLL CALL VOTE: AYES: Graack, Hudec, Sarlo. NAYS: None. MOTION CARRIED.

VII. REVIEW AND APPROVE INVESTMENT POLICY. [Action Item]

Library Director Jo Bonell asked the committee to review slight changes to the Investment Policy. ROLL CALL VOTE: AYES: Graack, Hudec, Sarlo. NAYS: None. MOTION CARRIED.

VIII. ADJOURNMENT.

MOTION by Gregory Sarlo, seconded by Kristen Graack, to adjourn the meeting. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Meeting adjourned at 5:57 p.m.

Minutes prepared by Carol Kidd.