

GLENBROOK SANITARY DISTRICT

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES November 6, 2021

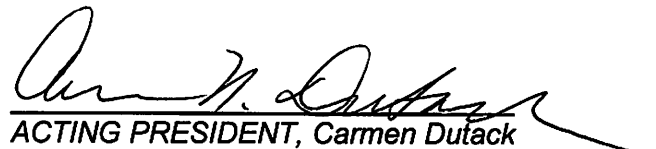
The special meeting of the Board of Trustees of the Glenbrook Sanitary District was held on November 6, 2021, at 10:00 AM at Northbrook Public Library, 1201 Cedar Ln, Northbrook, IL 60062, Civic Room.

1. Acting President DUTACK called the **Meeting to Order** at 10:16 AM
2. Upon the **Roll being Called**, the following answered present:

CARMEN DUTACK	Trustee, Acting President
BEVERLY HANSEN	Trustee
DANIELA PARTIPILO	Trustee by Remote Attendance
DENISE YOUNG	Treasurer
KENNETH LOPEZ	Manager
3. **Public Comments - **Please Sign-In With the District Clerk To Speak****
 - There are no public comments including written comments
4. **District Workshop**
 - 4a. **Review and Discussion of District's Employee Job Description**
 - Acting President DUTACK led a discussion on the following job description: Trustee, Manager, Treasurer and Clerk/Secretary. Several changes to each job description were suggested and noted. Manager Lopez will make the changes to the job descriptions for Board approval, as well as drafting a job description for Water Operator.
5. **Other Business**
 - There is no other business brought before the Board.

6. Adjournment

There being no further business, the motion to adjourn the special meeting was duly made by Trustee DUTACK, seconded by Trustee HANSEN and unanimously approved. Meeting adjourned at 11:42 AM.


ACTING PRESIDENT, Carmen Dufack


ACTING CLERK, Ken Lopez