

Montgomery-Otsego-Schoharie Solid Waste Management Authority

Governance & Ethics Committee Meeting

Date: October 18, 2007

Location: Howes Cave Administrative Complex

Members Present

Olga Podmajersky
Joan Bent
Martha Clarvoe

Members Absent

Others Present

Gilbert Chichester
Edward Wesnofske
Daniel Baker
David Parker
William Strevy
Meredith McNeil
Barbara Corrigan

1. Opening

Chairperson Ms. Podmajersky called the meeting to order at 11:56 a.m.

2. Minutes of Prior Meeting

Ms. Bent moved to accept the minutes of the September 6, 2007 meeting. Ms. Clarvoe seconded the motion and all voted in favor.

3. Review Policies Drafted on 9/6/07

a. Ethics Policy

Changes from the original draft were reviewed and made. Ms. Podmajersky requested that each policy have a number. Mr. Chichester indicated he refers to the policies by name. It was decided that the policies should have the date and page number on each page of the policy. Further work will go into indexing and tracking the updated policies.

Ms. Clarvoe made a motion that we approve the Ethics Policy, Ms. Bent seconded the motion, and all were in favor.

b. Acquisition of Real Property

Ms Bent made a motion that we approve the Acquisition Policy, Ms Clarvoe seconded the motion, and all were in favor.

c. Disposition of Real and Personal Property

Changes from the original draft were discussed an incorporated into the policy.

Ms. Bent made a motion that we approve the Disposition Policy, Ms. Clarvoe seconded the motion, and all were in favor.

4. Discuss Review of MOSA Policies by Committee

Ms. Podmajersky suggested the Defense and Indemnification of Board Members be reviewed next, followed by the Purchase Order System. There was discussion about what committee would be responsible for this now that the audit committee has been formed. Mr. Baker questioned where the line was drawn in regard to responsibility between the Audit Committee and the Finance Committee. Ms. Corrigan asked if there was a charter for each Board committee outlining their responsibilities. The decision was made to address this issue in the Audit committee meeting.

Ms. Podmajersky will prepare a list of skills requested of new board members, that she recommends be attached to letters to the counties when they appoint a board member.

Mr. Chichester believed the skill requirements should be formalized and included in the Board Package.

Ms. Podmajersky agreed.

5. Other Business

Ms. Podmajersky would like a list of everything that needs to be on our web site. She passed out copies of the policy from the Authority Budget Office.

6. Closing

Ms. Clarvoe motioned the meeting be adjourned, Ms. Bent seconded the motion. All were in favor.

Meeting adjourned at 12:25