

**MONTGOMERY-OTSEGO-SCHOHARIE SOLID WASTE MANAGEMENT AUTHORITY  
PERSONNEL COMMITTEE MEETING**

**DATE:** October 14, 2009  
**LOCATION:** MOSA Administrative Complex, Howes Cave

**Members Present:**

Harold Vroman, Chair  
John Thayer  
Edward Wesnofske

**Others Present:**

John Mattas  
David Parker  
Olga Podmajersky

Philip Skowfoe  
Barbara Corrigan

**1. Opening**

Chairman Vroman called the meeting to order at 2:13 p.m.

**2. Minutes of Prior Meeting – September 1, 2009**

Chairman Vroman asked for a motion to approve the minutes of the September 1, 2009 meeting; Mr. Wesnofske so moved, Mr. Thayer seconded and on voice call the minutes were unanimously approved.

**3. Approve Agenda**

Chairman Vroman asked for a motion to approve the agenda; Mr. Thayer so moved, Mr. Wesnofske seconded and on voice call the minutes were unanimously approved.

**4. Review of Executive Director resumes and applications**

Mr. Thayer handed out a sheet by which Board members could help to rate the applicants in order to narrow the field down from nine (9) to four (4).

Mr. Wesnofske made a motion to go into Executive Session to discuss the applicants, Mr. Thayer seconded and upon unanimous voice call Executive Session began at 2:20 p.m.

Mr. Thayer made a motion to come out of Executive Session, Mr. Wesnofkse seconded on upon unanimous voice call Executive Session ended at 2:49 p.m.

Mr. Thayer made a motion that MOSA staff would get letters of recommendation from the references listed on the MOSA application; these may be returned by e-mail. Mr. Wesnofske seconded and on voice call the motion was approved unanimously.

Dates for interviews were discussed and decided upon as follows:

10/20 - 2 – 5 p.m.

10/23 - all day

10/26 through 10/30 - all day; exceptions are 10/27 end before 5 p.m. and 10/29 end before 4 p.m.

The whole Board will be invited to the interviews, which are expected to last approximately 45 minutes. There should be no discussion of salary when setting up the interviews. Mr. Parker stated that he believes we are missing a tremendous opportunity by not bringing one specified candidate for the first round of interviews.

Mr. Parker inquired as to when background checks would be performed. Mr. Wesnofske stated that he believed after the interview, once a candidate is chosen.

Mr. Parker asked what the procedure would be if the chosen candidate did not pass the background check. Mr. Wesnofske responded that the second candidate would then be screened.

Mr. Thayer asked Ms. Corrigan if we had a service we used to perform the background checks; Ms. Corrigan advised that we did; however, the candidate is required to sign a consent form to allow the background check. Mr. Parker inquired if the background check included criminal, employment and financial. Ms. Corrigan responded that employment checks were not usually a part of the background check but she would contact the company and see what levels were available.

## 5. Other Business

Chairman Vroman asked if there was any other business.

### Board Member's Terms Expiring

Mr. Mattas stated that he had printed out some material from the Carver Association regarding their suggested desired qualities of Board members. He went on to advise that several Board Members' terms were expiring at the end of the year; Mr. Vroman, Ms. Clarvoe and Ms. Podmajersky. He then handed out "5 Desired Qualities of Board Members (amongst others)" and suggested that they be passed on to the Chairmen of the Counties to help them in choosing Board members.

Mr. Wesnofske remarked that as a matter of record; several years ago, desired traits and attributes for Board members had been suggested to the Counties' Boards pursuant to the Public Authorities Accountability Act, which states the Board should be advising the Counties regarding the choice of Board members. However, the Counties had basically thrown off the advise. He went on to say that he believed it was the charge of the Governance Committee to inform County Boards of the desired traits and attributes for Board members.

Ms. Podmajersky remarked that she recalled Mr. Wesnofske sending letters to the County Boards outlining desired traits and attributes of appointees.

Mr. Wesnofske recalled sending the letters and believed it was in 2006. Ms. Corrigan will check the files for copies.

Ms. Corrigan advised that letters are being sent to Ms. Clarvoe, Ms. Podmajersky and Mr. Vroman as well as the Chairman of their respective Counties' Boards advising that their terms were up at the end of the year.

### Part Time Weigh Station Operator

Ms. Corrigan advised that a part time weight station operator had been hired and that today was his first day. He is training for 5 days and then filling in for a weigh station operator at OTS who will be out for 4 weeks. He is a returning retiree and has been trained on the new system.

## 6. Closing

Mr. Wesnofske made a motion to adjourn and Mr. Vroman seconded; on voice call the meeting adjourned at 3:50 p.m.

Respectfully Submitted,

Judith Beeler,  
Confidential Secretary

## **5 Desired Qualities of Board Members (amongst others)**

**Commitment to the ownership and to the specific mission.**

**Must be committed to the trusteeship of the owners. Fidelity to those in whose name the mission is created, trumps the ever-changing mission itself.**

**Propensity to think in terms of systems and context.**

**Board members must not focus on the 'parts' of the organization, instead, need to be cybernetically aware and drawn naturally to the harmony of the whole.**

**Board members must have the ability and eagerness to deal with values, vision, and the long term. The ability to look beyond the stream of single events, beyond systems themselves – to the values on which they are based.**

**Have the ability to participate assertively in deliberation.**

**It is not enough to have the potential to be a good board member, that potential must be manifested through participation.**

**Board members must have a willingness to delegate and to allow others to make decisions.**

**Members loath to delegate impair the Board with trivia and impair staff by impeding growth.**

jcm/10-09