

**Minutes of Executive Committee Meeting
Tuesday, November 16, 2010 – 9:00 a.m.
Room A-260**

Meeting called to order by Al Sebastiani, Chair, at 9:00 a.m. The meeting was properly announced.

Members present: Al Sebastiani, Beverly Ward, Joe Stuchlak, and Larry Babcock.

Members excused: David Renner.

Others present: Barb Petkovsek, Administrative Coordinator/Director of Finance; John Albert, Adams County Corporation Counsel; and Marcia Kaye, Personnel Director. Diane Heider, recording secretary was excused. Barb Petkovsek acted as Recording Secretary.

Motion by Stuchlak, seconded by Babcock, to approve the Agenda. **Motion carried by unanimous vote.**

Motion by Stuchlak, seconded by Babcock, to approve the job description for the Administrative Coordinator/Director of Finance position as corrected. Sebastiani, Stuchlak and Babcock voted yes; Ward voted no. **Motion carried by a 3-1 vote.**

Motion by Ward, seconded by Stuchlak, to approve the Personnel Recruitment Form to fill the position of Administrative Coordinator/Director of Finance at a salary of \$85,009.60 firm. **Motion withdrawn by Ward/Stuchlak.**

Motion by Babcock, seconded by Stuchlak, (1) to approve the Personnel Recruitment Form to fill the position of Administrative Coordinator/Director of Finance to be advertised at \$85,009.60; (2) to advertise said employment opportunity for a three-week period; (3) that all resumes will be due on or before December 17, 2010; and (4) that resumes are to be screened at a Special Executive Committee Meeting on December 20, 2010 at 9:00 a.m. Sebastiani, Stuchlak and Babcock voted yes; Ward voted no. **Motion carried by a vote of 3-1.**

Motion by Ward, seconded by Stuchlak, to adjourn the meeting at 11:25 a.m. **Motion carried by unanimous vote.**

Respectfully submitted,

/s/ Barbara A. Petkovsek

Barbara A. Petkovsek
Acting Recording Secretary

These minutes have not been approved by the Executive Committee.