

**MINUTES OF A MEETING OF THE
FINANCE COMMITTEE
OF THE DuPAGE WATER COMMISSION
HELD ON JANUARY 14, 2010**

The meeting was called to order at 7:06 P.M. at the offices of the DuPage Water Commission, 600 E. Butterfield Rd., Elmhurst, Illinois 60126. Committee members in attendance: Committee Chairman G. Mathews, Commissioner F. Saverino, Commissioner T. Bennington. Commissioner D. Zeilenga arrived 7:16 P.M. Commissioner Zay also attended the Finance Committee, arriving at 7:25 P.M.

Also in attendance: Treasurer R. Thorn, General Manager R. Martin, R Skiba, and J. Nesbitt.

Chairman Mathews started the meeting with discussing the recruitment and job description of the Financial Administrator.

General Manager Martin described the two options for filling the open Financial Administrator position. One was to use an executive recruitment firm and the other was to use an assessment center.

Commissioner Bennington stated that no one from the Commission has contacted the county regarding help with looking for a Financial Administrator. General Manager Martin stated that he had contacted the county in November.

Chairman Mathews then brought up the job description that was in the finance packet. The committee discussed the issue of having certain safety responsibilities in the job description and whether it was relevant for the candidate to have a CPA certification and ten plus year experience instead of just having 5-10 years experience.

Chairman Mathews stated that when he reports at the Board meeting this evening, he would take suggestions from the Board and incorporate them into a new job description.

General Manager Martin was asked by Commissioner Saverino how he would use Village of Lombard's help. General Manager Martin replied that he would use the Village of Lombard to help with the job advertisement and interviewing candidates.

Commissioner Zay asked General Manager Martin why there was no contact with the County to help with the search. General Manager Martin stated that he contacted Cheryl Markay in November at the county.

Commissioner Mathews asked if there was someone that was willing to work with us at the county. Commissioner Bennington stated that Fred Backfield in the Finance Department would be willing to help in the job search.

Commissioner Zielenga moved to establish a search committee comprised of two county and two municipal representatives to work with the General Manager. Commissioner Saverino seconded the motion.

A motion to adjourn the meeting was made by Commissioner Mathews and seconded by Commissioner Zielenga. The meeting was adjourned at 7:34 P.M.

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