

Regular Meeting
RFCCA Board of Managers
Tuesday, July 12, 2022

The meeting of the River Forest Civic Center Authority was called to order on July 12, 2022 by Manager Herrman at 6:44PM following the Township Board of Trustees meeting. This meeting was conducted in person and electronically by Zoom.

Roll called

Present: Managers Carla Sloan, Keith Strom, Helene Connolly, Karen Taubman, Deana Herrman.

Also present: RFCC Executive Director Dick Chappell.

Public Participation: none.

Approval of Minutes

A motion was made by Manager Strom and seconded by Manager Herrman to approve the minutes of the June 14, 2022 meeting.

Roll was called. Ayes: Managers Sloan, Strom, Connolly, Herrman and Taubman. Nays: None. The motion passed unanimously.

Approval of Bills:

- A motion was made by Manager Taubman and seconded by Manager Connolly to approve Capital Fund bills as of July 31, 2022 in the amount of \$2,820.62.

Roll was called. Ayes: Managers Sloan, Strom, Connolly, Herrman and Taubman. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick announced that Bill Roofer came out last Monday to look at the roof over the kitchen which is affected by the HVAC unit positioned above it. The roofer feels that he can get under the HVAC unit to make the necessary repairs. He has submitted a proposal for \$3,300 to repair the 25 by 27 square foot area. The work will be done by the end of the week. The other patching work Bill Roofer has performed has held up well.
- Dick said that West Town HVAC has come out to fix some issues with the timers. They have done temporary repairs on the condenser and feel that we do not need to replace it at this time.
- Dick refiled the three RFCCA Building PINs with the Cook County Assessor to confirm the property tax-exempt status of the building.

- Dick informed the River Forest Fire Department that the River Forest Civic Center Authority Building, as a children's program-centered building, can no longer act as an official warming and cooling center. This is due to a lack of security personnel to monitor warming and cooling center guests and a lack of separate/secured space where guests could congregate. The RFCCA Building is available on an ad hoc basis during extreme emergencies.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that he and his staff are in the process of changing over from Access One to CDS for their IT needs. The first step is to get the wiring in place to improve internet access. During the next year, they plan to upgrade the telephone system to a fiber line or other system.
- Dick stated that summer school ends next week. The OPRF High School CITE program starts in mid-August.
- Dick announced that the River Forest Community Center will be the host site of the Junior Citizen Academy through the River Forest Police Department during the last week of August.
- Dick announced that OPRF High School is reviewing its space sharing agreement with the River Forest Community Center. Discussion continues between both parties until the agreement extension ends on 7/31.

Unfinished Business

- Manager Sloan suggested that we pick a date for the capital improvement committee to meet in August or September.

New Business

- None.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, August 9, 2022, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 7:09PM by Manager Connolly and seconded by Manager Herrman to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary