

Regular Meeting
RFCCA Board of Managers
Tuesday, February 21, 2023

The meeting of the River Forest Civic Center Authority was called to order on February 21, 2023 by Manager Connolly at 7:31PM following the Township Board of Trustees meeting. This meeting was conducted in person and electronically by Zoom.

Roll called

Present: Managers Carla Sloan, Karen Taubman, Keith Strom, and Helene Connolly, as well as RFCC Executive Director Dick Chappell.

Absent: Manager Deana Herrman (excused)

Public Participation: none.

Approval of Minutes

A motion was made by Manager Sloan and seconded by Manager Taubman to approve the minutes of the January 17, 2022 meeting.

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

Approval of Bills:

- A motion was made by Manager Sloan and seconded by Manager Strom to approve Operating Fund bills as of February 28, 2023 in the amount of \$1,904.60.

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

- Dick Chappell explained that the capital funds bill represented two years of deferred bills from West Town HVAC. Manager Sloan said that detailed invoices will be necessary for the annual audit.

A motion was made by Manager Sloan and seconded by Manager Connolly to approve Capital Fund bills as of February 28, 2023 in the amount of \$35,207.64.

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

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick stated that the boiler inspector came too early as the inspection is not due until December. The inspection was rescheduled for December.
- Sprinkler inspection passed; some additional work is indicated. Dick has reached out to 3 companies for alternative sprinkler system quotes.
- Dick reported that issues continue with the Illinois Alarm fire alarm panel. Dick is considering replacing them with another alarm company.
- Dick said that he met with the Assistant Public Works Director to discuss the feasibility of installing electric vehicle charging stations in the River Forest Civic Center Authority Building parking lot. If the installation was deemed possible, the installation decision would be voted on by the board of managers.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that the first Daddy/Daughter Dance since COVID took place on February 10 and had 340 attendees, meeting the attendance goal; the event was deemed a success.
- Dick stated that Thrive Counseling Center wanted to do a wellness event at the RFCC but did not commit to the available dates that he proposed.
- Dick said he has been continuing to investigate internet options from AT&T and Comcast. He is also exploring use of cloud-based storage vs the current server.
- Dick reported that he met with Drew Crisco Construction to walk through needed renovations in common areas, stairwells, and classrooms and that Crisco is putting together an estimate. Dick has also reached out to architects Echinoff Saunders.
- Dick said that D90 has approved full day kindergarten for school year 2023 - 2024 and this will have significant impact on the River Forest Community Center classroom which serves half-day kindergartners at Lincoln and Willard.
- Dick reported that the Community Center audit was completed last week.
- Dick is working on an employee retention credits application, a payroll tax credit during COVID. He will use an outside agency to amend quarterly tax returns if they qualify.

Unfinished Business

- None.

New Business

- None.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, March 21, 2023, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 8:07PM by Manager Taubman and seconded by Manager Strom to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary