

## **RFCCA Board of Managers**

### **Regular Meeting**

**Tuesday, February 18, 2020**

The meeting of the River Forest Civic Center Authority was called to order by Manager Helene Connolly following the Township Board of Trustees meeting.

#### **Roll called:**

Present: Managers Holly Economos, Karen Taubman, Helene Connolly and Carla Sloan, Secretary Abby Schmelling and RFCC Executive Director, Dick Chappell. Manager Mark Kelty was absent.

#### **Approval of Minutes**

A motion was made by Manager Economos and seconded by Manager Connolly to approve the minutes of the January 21, 2020 meeting. The minutes were approved unanimously.

#### **Public Participation– None**

#### **Approval of Bills:**

- A motion was made by Manager Economos and seconded by Manager Sloan to approve Operating Fund bills as of February 29, 2020 in the amount of \$1,656.16. Roll was called. Ayes: Managers Sloan, Connolly, Taubman and Economos. The motion passed unanimously.
- A motion was made by Manager Economos and seconded by Manager Taubman to approve Capital Fund bills as of February 29, 2020 in the amount of \$705.62. Roll was called. Ayes: Managers Sloan, Connolly, Taubman and Economos. The motion passed unanimously.

#### **RFCCA Facilities Administrator's Report**

**Dick Chappell**

- Dick talked again with Forest Security about upgrading the current security panel. He received a proposal this morning; discussion followed.
- Roof repairs will be done as the weather gets warmer.
- Dick responded to a letter from the building insurance company, Rockford Mutual, regarding some building needs.

#### **RFCC Executive Director's Report**

**Dick Chappell**

- Dick discussed the latest status of the security camera order.

- The swipe card system has been replaced with a hard-wired unit and is fully operational.
- February 7<sup>th</sup> was the annual Daddy-Daughter Dance with about 410 attending. Feedback was very positive on the “sock hop” event. The Mother-Son bowling event will be held in April.
- Dick attended the District #90 strategic planning meeting; there will be one more meeting in March.
- Opportunity Knocks will celebrate their tenth anniversary on Friday with a party and program in the gym.
- The RFCC building manager position has been posted; the position requires someone with facilities experience.
- Early Childhood registration will begin officially at the beginning of March, following an open house in January. Summer camp registration will also start at the beginning of March. The one-week session option will continue for the older campers.
- Dick will be attend the District #200 Board meeting tonight. Plans have been put on hold to completely renovate the north end of the high school building where the RFCC child care program is located.
- Dick has been speaking with the building’s IT provider about Windows upgrades.

#### **Unfinished Business**

- There is an RFCCA Building Feasibility Study meeting on February 25.

#### **New Business—None**

#### **Announcement of the next regular meeting:**

The next meeting will take place Tuesday, March 10, 2020 immediately following the regular monthly meeting of the River Forest Township Board of Trustees.

#### **Adjournment**

A motion was made by Manager Sloan and seconded by Manager Connolly to adjourn the meeting at 7:20 pm. The motion was unanimous.

Respectfully submitted,

Abby Schmelling, Secretary