

Regular Meeting
RFCCA Board of Managers
Monday, August 17, 2021

The meeting of the River Forest Civic Center Authority was called to order on August 17, 2021 by Manager Taubman at 7:03pm following the Township Board of Trustees meeting. This meeting was conducted in person and electronically by Zoom.

Roll called

Present: Managers Carla Sloan, Deana Herrman, Keith Strom, Karen Taubman, and RFCCA Facilities Administrator, Dick Chappell.

Public Participation: Joanna Strom.

Approval of Minutes

A motion was made by Manager Sloan and seconded by Manager Strom to approve the minutes of the July 12, 2021 meeting.

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

Approval of Bills:

- A motion was made by Manager Sloan and seconded by Manager Taubman to approve Operating Fund bills as of August 31, 2021 in the amount of \$1,656.16. Roll was called. Ayes: Managers Sloan, Connolly, Strom, Taubman, and Herrman. Nays: None. The motion passed unanimously.

- A motion was made by Manager Sloan and seconded by Manager Taubman to approve Capital Account bills as of August 31, 2021 in the amount of \$2,300. Roll was called. Ayes: Managers Sloan, Connolly, Strom, Taubman, and Herrman. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick explained that the \$2,300 capital account bill was to pay Merrick Roofing for the elevator shaft roof repair. This repair has been effective during significant rains. The other staircase did leak during the same storms. Dick will get a quote to fix that leak. The prior fix of the roof drain has also been successful. These stop gap repairs are buying us time until we replace the roof.

- Dick received a quote of \$299 to \$599 from Illinois Alarm to fix the fire alarm panel. We had problems with the alarm system during the attempted phone system change. The Feasibility

Study had flagged our alarm system panel for needing an update. Before moving forward with any repairs, Dick would like to explore wireless options from other providers.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that summer camp is ending this week. Enrollment was higher than last year. Summer camp programming was revamped to not have field trips.
- Dick announced that the River Forest Community Center is experiencing serious staff shortages. Although the Cook County mandate to increase salaries to \$15/hour is not until 2024, the RFCC cannot wait that long to raise salaries to attract new hires. The RFCC childcare center at OPRF High School could not open on time as there were not enough staff members. This necessary salary increase will strain RFCC revenues for the next 2 to 3 years, until program fees can be raised enough to compensate for the higher salaries.
- Dick reported that the demand for before and after care as well as other programs is increasing.
- Dick said the new Access One phone system cannot be installed at this time; Access One has asked for \$7,800 to run new wiring through the building in order to complete the installation. The River Forest Community Center board has instructed Dick to begin shopping for a new IT and phone system provider. Dick will send out RFPs to a few candidates. The River Forest Community Center has hired an IT consultant to recommend how to boost Wifi and other needs. Manager Sloan noted that the River Forest Township may have to separate itself from the River Forest Community Center for its IT and phone needs as it is very satisfied with the new phone system.
- Dick announced that limited recreation programs will begin in mid-September. The ABC Sports volleyball program will be located at the River Forest Community Center again this fall.
- The OPRF CITE program came in last week to begin setting up for the fall. They requested access from 7:45 to 3:15 but will need a more set schedule to accommodate social distancing with other programs.

Unfinished Business

- **RFCCA Feasibility Study** - No update.
- **New Capital Plan** - Due to all the staffing issues, the draft target date is pushed to September.

New Business

- None.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, September 21, 2021, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 7:34pm by Manager Herrman and seconded by Manager Strom to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary