

Regular Meeting
RFCCA Board of Managers
Tuesday, June 14, 2022

The meeting of the River Forest Civic Center Authority was called to order on June 14, 2022 by Manager Connolly at 6:56PM 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. Absent: 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 Sloan to approve the minutes of the May 17, 2022 meeting.

Roll was called. Ayes: Managers Sloan, Strom, Connolly, 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 June 30, 2022 in the amount of \$1,904.59.

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

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick announced that the elevator has had no further issues.
- Dick said that he plans to schedule an appointment with West Town Heating and AC to work on air conditioning adjustments for the first floor.
- Dick reported that some roof patching over the kitchen will be necessary as the previous patching is not holding.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that summer camp has begun. Attendance is a little lower than in the past due to staffing issues. Camps are sold out up to staffing capacity.
- Dick stated that he and his staff are continuing to work on the IT changeover to CDS and still having issues with the former IT firm, Access One. Manager Sloan requested a meeting with CDS to ensure the changeover doesn't affect River Forest Township systems.
- Dick announced that the River Forest Community Center has retained a new auditor, Desmond & Innard, with an office in Beverly. They will perform the audit during the 3rd week of August.
- Dick said that he has been working with his supervisors to prioritize the work that needs to happen in the building in order to draft the Capital Plan.
- Dick reported that the church group Sunday room rental will end in July.

Unfinished Business

- Manager Sloan stated that the IT changeover is a big step forward with the Capital Plan. Dick suggested holding a Capital Improvements meeting in late summer.
- Manager Sloan asked for an update on the OPRF High School plans to use the River Forest Community Center for the CITE Program. Dick replied that he has not received input from OPRF High School administration and that the CITE summer school program began yesterday and will go through mid-July.

New Business

- None.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, July 12, 2022, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 7:18PM by Manager Strom and seconded by Manager Connolly to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary