RIVER FOREST CIVIC CENTER AUTHORITY
Board of Managers
Regular Meeting
Tuesday, February 21, 2017

The regular monthly meeting of the River Forest Civic Center Authority Board of Managers took place on Tuesday, February 21 at the River Forest Civic Center following the meeting of the River Forest Board of Trustees meeting. The meeting was called to order by Manager Mary O'Brien.

Roll called:

Present: Managers Mary O'Brien, Anna Romeo, Helene Connolly and Carla Sloan. Absent: Manager Kelty.

Approval of Minutes:

Manager Sloan made a motion to accept the minutes of January 17. Manager Romeo seconded the motion. The motion was approved.

Public Participation

No public attending the meeting

Bills

- A motion was made by Manager Sloan for salary payments to the RFCCA Facilities Administrator in the amount of $1,343.34, seconded by Manager Connolly. Ayes: Managers Connolly, Romeo and Sloan. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report **Dick Chappell**

- Bob Kevil has been hired as facilities manager for the River Forest Community Center and began on January 30.

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- The Daddy Daughter Dance was held on Friday, February 10 and was sold out prior to the event. 400 attended the dance, which may be expanded in the future to 410 or 420 at the most. There was no on-site registration.

- There had been a problem with the HVAC unit for Room 202. West Town made adjustments but the 18 year old unit may need replacement at a cost of $11,500. Since a crane would be required, Dick will get an estimate for other HVAC work, the northwest unit, which also requires a crane, to reduce the overall cost. Dick recommended deferring replacement to the fall, with the understanding that, if necessary, both units may be replaced together.

- Dick spoke with Willy Fellowes from the roofing company. Where the elevator shaft is located, there has been some leakage; caulking has not resolved the problem. Dick will investigate further solutions; the rest of the roof is ok.

- Dick recommended putting an assessor's phone in the lobby which would ring in her office. The board discussed this along with other phone, voicemail capacity and line issues with the Township and the Community Center. An intercom for the assessor was also mentioned. Dick will look into the immediate options for the lobby phone and moving the Township lines connected with the Community Center.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, March 21, 2017, immediately following the 7:00 pm monthly meeting of the River Forest Township Board of Trustees.

Adjournment

Manager Connolly made a motion to adjourn the meeting; seconded by Manager Sloan. The motion was unanimous and the meeting was adjourned.

Respectfully submitted,

Abby Schmelling, Secretary