

Regular Meeting

RFCCA Board of Managers

Tuesday, September 13, 2022

The meeting of the River Forest Civic Center Authority was called to order on September 13, 2022 by Manager Connolly at 6:52PM 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, Deana Herrman.

Absent: RFCC Executive Director Dick Chappell.

Public Participation: none.

Approval of Minutes

A motion was made by Manager Herrman and seconded by Manager Sloan to approve the minutes of the August 9, 2022 meeting.

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

Approval of Bills:

- A motion was made by Manager Herrman and seconded by Manager Taubman to approve Operating Fund bills as of September 30, 2022 in the amount of \$2,856.87.

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

- A motion was made by Manager Connolly and seconded by Manager Taubman to approve Capital Fund bills as of September 30, 2022 in the amount of \$1,650.

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

RFCCA Facilities Administrator's Report

Dick Chappell

Dick Chappell provided a written report which was read by Manager Sloan.

- Dick stated that Bill Roofer came out this month to perform roof repairs over the women's bathroom. Subsequently there was a leak by the west stairwell caused by extreme rain.

- Dick reported that West Town has come twice to address HVAC issues on the first floor. Ongoing work to fix old parts.
- Dick reported that the fire alarm panel keeps showing red flags due to issues with phone lines. AT&T to do additional testing.
- Dick reported that CDS has been installing new wiring throughout the building. The POTS lines have been moved to the Township account and the community center will reimburse the township for usage.

RFCC Executive Director's Report

Dick Chappell

Dick Chappell provided a written report which was read by Manager Sloan.

- Dick reported that staff shortages are ongoing.
- Dick said the audit started this month.
- Dick stated that the River Forest Community Center brochure has been replaced by a postcard.
- Dick continues to study various gas and utility rate options as our 3-year contract ended on 7/31/2022. He is investigating new multi-year contracts from 1 to 5 years.

Unfinished Business

- Capital Plan - Manager Sloan sent out a doodle to pick a date to meet. Manager Sloan to send out an email to all stakeholders with meeting time.

New Business

- Manager Sloan said that two 2022 meeting dates have been changed. The November meeting will now be 11/8 and the December meeting will be on 12/1.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, October 18, 2022, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 7:00PM by Manager Herrman and seconded by Manager Sloan to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary