

RFCCA Board of Managers

Regular Meeting

Tuesday, October 17, 2023

The meeting of the River Forest Civic Center Authority (RFCCA) was called to order on Tuesday, October 17, 2023 by Manager Connolly at 7:17 PM following the Township Board of Trustees meeting. This meeting was conducted in person and electronically by Zoom.

Roll called:

- Present: Managers Carla Sloan, Helene Connolly, Keith Strom and Karen Taubman were in person.
 - Manager Deanna Herrman participated via Zoom with a qualified business reason.
- RFCCA Facilities Administrator Dick Chappell and Secretary John Becvar were also present.

Public Participation and Comments:

- Public was not in attendance.

Approval of Minutes:

- A motion was made by Manager Strom and seconded by Manager Taubman to approve the minutes of the September 19, 2023 meeting.
 - The minutes were approved unanimously by voice vote.

Approval of Bills:

- Tabled until November.

RFCCA Facilities Administrator's Report - Dick Chappell

- Minor roof leaks are being addressed following the recent heavy rains. An updated building alarm system will be addressed once construction is complete. Grants will be explored to support the cost of enhancing the building security system.

RFCC Executive Director's Report - Dick Chappell

- The classroom renovations, while progressing, are behind schedule. One ongoing challenge has been the contractor accidentally setting off the fire alarm during RFCC programs. The classrooms are primarily complete (excluding punch list items and lighting). The new DCFS licensing review has not yet been scheduled however.
- The River Forest Police Department is emphasizing the need for a lock-down drill. The alarm for this could possibly be tied into the new phone system. The signal needs to be completely different from the fire alarms (so lock-down drills will be done when construction is complete).
- An Eagle Scout project to create a movable "book nook" in the RFCC lobby is now complete. Due to the ongoing construction, the book nook was temporarily removed until construction is complete.
- Director Chappell indicated filling RFCC staffing vacancies remains a challenge. He is working with Byline Bank to implement additional controls to reduce hacking attempts.
- The Park District pickleball program, including time slots for seniors, will soon return to RFCC in the mornings.

Unfinished Business:

- None.

New Business:

- None.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, November 14, 2023, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 7:40 PM by Manager Taubman and seconded by Manager Strom to adjourn the meeting.

Respectfully submitted,
John Becvar, Secretary