

**Regular Meeting**  
**RFCCA Board of Managers**  
**Tuesday, May 17, 2022**

The meeting of the River Forest Civic Center Authority was called to order on May 17, 2022 by Manager Connolly at 7:05PM 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, Helene Connolly, Karen Taubman.

Also present: RFCC Executive Director Dick Chappell.

**Public Participation:** none.

**Approval of Minutes**

A motion was made by Manager Strom and seconded by Manager Herrman to approve the minutes of the April 12, 2022 meeting.

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

**Approval of Bills:**

- A motion was made by Manager Herrman and seconded by Manager Strom to approve Capital Fund bills as of May 31, 2022 in the amount of \$1,904.59.

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

**RFCCA Facilities Administrator's Report**

**Dick Chappell**

- Dick announced that the Village of River Forest has mounted sewage monitoring equipment on the roof and have been out twice to check it.
- Dick reported that there have been a couple of issues with the elevator which are being monitored.
- Dick reported that there are minor roof leaks occurring, and he is monitoring the situation.
- Dick reported that Kevin Wiley, the Village of River Forest fire inspector, said the cover of the backflow monitor for the sprinkler system was missing. Dick is searching for a replacement.

## **RFCC Executive Director's Report**

**Dick Chappell**

- Dick reported the River Forest Community Center Board has selected CDS Information Technologies as their new IT services provider. They are assessing the building wireless coverage. Access One has been informed that their contract has been terminated. They are claiming that they did not receive enough notice for contract termination and are asking for an extra \$6,000. Attorneys are getting involved. Discussion ensued.
- Dick announced that he is starting to document a list of improvement projects throughout the building with his staff.
- Dick reported that summer school registration is ongoing. The 6 and under enrollment is at  $\frac{2}{3}$  of last year. Full enrollment is 125. He is hoping for 80. RFCC is offering weekly sessions rather than 3-week session packages to provide greater flexibility to parents.
- Dick reported that preschool graduations will take place over the next 2 weeks.
- Dick reported that RFCC is still struggling to find staff.
- Dick reported that a church group started room rental for a trial period ending July 1, from 9-1 on Sundays.
- Dick reported that other building rentals are continuing.
- Dick stated that he is searching for a new auditor. The fiscal year ended on 3/31 and the previous auditor quit without warning in April.

### **Unfinished Business**

- None.

### **New Business**

- None.

### **Announcement of the next regular meeting:**

The next meeting will take place Tuesday, June 14, 2022, following the regular monthly meeting of the River Forest Township Board of Trustees.

### **Adjournment**

A motion was made at 7:42 PM by Manager Herrman and seconded by Manager Strom to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary