

**Regular Meeting**  
**RFCCA Board of Managers**  
**Tuesday, August 9, 2022**

The meeting of the River Forest Civic Center Authority was called to order on August 9, 2022 by Manager Herrman at 6:48PM 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.

Also present: RFCC Executive Director Dick Chappell.

**Public Participation:** none.

**Approval of Minutes**

A motion was made by Manager Sloan and seconded by Manager Taubman to approve the minutes of the July 12, 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 Connolly and seconded by Manager Taubman to approve Operating Fund bills as of August 31, 2022 in the amount of \$1,904.60.

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 August 31, 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 announced that Bill Roofer came out this month to perform roof repairs under the HVAC unit. Subsequently there was a leak into the women's bathroom that was likely caused by water used during the roof repair.

- Dick reported that he verified the tax exemption filing of the three RFCCA Building PINs with the Cook County Assessor had been correctly filed.
- Dick reported that they are doing a little bit of fine-tuning work on the HVAC units for the first floor and the gym.

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

**Dick Chappell**

- Dick reported that the River Forest Police Department was at the Community Center for 2.5 days for the Junior Citizen Academy.
- Dick and his staff held an open house for the OPRF daycare today. The daycare will open when OPRF starts. There are still issues with staffing shortages.
- Dick stated that the changeover to CDS for IT services is ongoing. Issues continue with the responsiveness of Access One in facilitating the transition. Equipment to upgrade cabling and add access points has arrived and work is to begin in 2 to 3 weeks.
- Dick has been studying 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.
- Dick announced that OPRF High School is reviewing its space sharing agreement with the River Forest Community Center. Discussion continues between both parties until the agreement extension ends on 7/31.
- Dick said that the POTS lines have been changed over to the Access One Township account.
- Dick is putting together programming for the River Forest Community Center for the fall. The brochure will be replaced by a postcard driving to the River Forest Community Center website to test response. Instead of printing 5,500 brochures, only 500 will be printed.
- Dick stated that the new auditor will begin the RFCC audit the third week of August.

### **Unfinished Business**

- Capital Plan - Manager Sloan will send out a doodle to pick a date to meet.

### **New Business**

- Manager Sloan announced that our new insurance company ICRMT did a new appraisal of the RFCCA Building for free; the building value increased by 40% from \$9MM to \$12MM. Discussion ensued.
- A motion was made by Manager Strom and seconded by Manager Herrman to reschedule our December meeting from 12/6 to 12/14.

All in favor. Motion passed unanimously.

**Announcement of the next regular meeting:**

The next meeting will take place Tuesday, September 13, 2022, following the regular monthly meeting of the River Forest Township Board of Trustees.

**Adjournment**

A motion was made at 7:06PM by Manager Sloan and seconded by Manager Taubman to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary