

RFCCA Board of Managers

Regular Meeting

Tuesday August 20, 2019

The meeting of the River Forest Civic Center Authority was called order by Manager Helene Connolly at 6:36 pm following the Township Board of Trustees meeting.

Roll called:

Present: Managers Mark Kelty, Helene Connolly, and Carla Sloan, Secretary Abby Schmelling, and RFCC Executive Director, Dick Chappell. Managers Taubman and Economos were absent.

Approval of Minutes:

A motion to accept the minutes of the July 16, 2019 meeting was made by Manager Sloan and seconded by Manager Kelty. The minutes were approved unanimously.

Public Participation– None

Approval of Bills:

- A motion was made by Manager Connolly and seconded by Manager Kelty to approve Operating Fund bills as of August 31, 2019 in the amount of \$1,656.16. Roll was called. Ayes: Managers Sloan, Kelty, and Connolly. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Willie Fellows completed the needed roof repairs. The cost was \$1,450.
- The new insurance adjuster did a building walk-through that went very well. There was a backflow inspection a month ago that also passed.

RFCC Executive Director's Report

Dick Chappell

- The Early Childhood open house is next week on Wednesday. Mike White whose son was in the CITE program, is sprucing up with some painting.
- The summer camps are winding down this week. Many of the staff has gone back to college.
- Director Chappell talked about the new Fall Brochure which was mailed out last week.
- The gym floor will be refinished on the Thursday after Labor Day.

- The FOP is having their meeting this evening at the Center.
- The building calendar is out for the terms of our lease management agreement which says that it must be distributed by July 31.
- Several visible staff positions have opened in the last month and a half. An Assistant Director of the CITE program for the high school was hired. There has been a lot of time spent doing interviews, reference checks, etc. Dick talked about some of the personnel who are leaving as well as new hires. There was discussion on health insurance for employees.
- Pete Birmingham is the contractor hired to do the art room renovation which started this week. His price was close to the original budget planned for this project.
- The Environmental engineer contacted Dick concerning the Feasibility Study. They did a walk-through the building. Discussion followed on the building and parking lot.

Unfinished Business—The Feasibility Study was discussed under the Executive Director’s report.

New Business--None

Announcement of the next regular meeting:

The next meeting will take place Tuesday, September 10, 2019 immediately following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made by Manager Sloan and seconded by Manager Kelty to adjourn the meeting. The motion was unanimous.

Respectfully submitted,

Abby Schmelling, Secretary