

Regular Meeting
RFCCA Board of Managers
Tuesday, May 18, 2021

The meeting of the River Forest Civic Center Authority was called to order on May 18, 2021 by Manager Helene Connolly at 7:31 pm following the Township Board of Trustees meeting. This meeting was conducted in person and electronically by Zoom.

Roll called

Present: Managers Helene Connolly, Deana Herrman, Holly Economos, Karen Taubman and Carla Sloan.

Public Participation: Keith Strom.

Approval of Minutes

A motion was made by Manager Sloan and seconded by Manager Taubman to approve the minutes of the April 13, 2021 meeting.

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

Oaths

- Manager Sloan administered the Oath to Secretary Druckman.
- Secretary Druckman administered the Oath to Manager Sloan.
- Secretary Druckman administered the Oath to Manager Connolly.
- Secretary Druckman administered the Oath to Manager Taubman.
- Secretary Druckman administered the Oath to Manager Herrman.
- Secretary Druckman administered the Oath to Manager Strom.

Approval of Bills:

• A motion was made by Manager Taubman and seconded by Manager Herrman to approve Operating Fund bills as of May 31, 2021 in the amount of \$1,907.39. Roll was called. Ayes: Managers Sloan, Connolly, Strom, Taubman, and Herrman. Nays: None. The motion passed unanimously.

• A motion was made by Manager Taubman and seconded by Manager Connolly to approve Operating Fund bills as of May 31, 2021 in the amount of \$314.00. Roll was called. Ayes: Managers Sloan, Connolly, Strom, Taubman, and Herrman. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick reported that the roof repairs performed by Funderburk Roofing seem to have been holding for the last 2 months. In addition, Stutz Plumbing adjusted a drain by 3 inches which really helped decrease flooding.
- Dick contacted ComEd to discuss energy efficiencies and available grants. In 2014, we were able to change our light tubes to more efficient T8 tubes with out of pocket costs of \$1,000 for a \$50,000 job. Dick is not optimistic we will be able to get the same savings opportunity this time. ComEd will take 2-3 months to put together a study. Our current bill is \$2,500 to \$3,000 a month.
- Dick submitted the RFCCA annual facilities report for the Annual Meeting in April.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that summer camp enrollment is much higher than in 2020, but might not reach pre-COVID levels.
- New basketball groups began playing at the River Forest Community Center during COVID and have chosen to continue playing here.
- Dick reported gym rentals and usage have been steady.
- The River Forest Community Center will replace their phone system at the same time as the River Forest Township. Target timeframe is June 2021.
- Dick reported that they have had some issues with Access One Internet connectivity.
- The River Forest Community Center FY2020 ended on March 31, 2021 but the financial report overstates revenue due to the inclusion of \$300,000 in PPP loans. Dick anticipates that some PPP loan funds may have to be refunded, since the River Forest Community Center had fewer employees when it received the second PPP loan than when it received the first PPP loan.
- Dick is already planning building operations for back to school when OPRF plans to have 100% of their CITE students in the building in August.
- There have been some scholarship requests for summer camp and Dick needs suggestions on where to direct them. Manager Sloan suggested contacting the Oak Park Education Foundation.
- The Jazzercise dance classes will not be returning to the River Forest Community Center. Dick asked the board to put the word out for a different dance/fitness group to use the dance studio.

Unfinished Business

- **RFCCA Feasibility Study** - No update.
- **New Capital Plan** - Dick stated that because we have deferred the building improvements for the last 3 years, we have to create a plan to address the roof issues. He is not sure whether it is best to do the roof all at once or in stages. Manager Connolly agreed that it is time to move forward with a capital improvement plan. Manager Herrman asked how we would move forward with creating a new capital plan and Dick promised to have recommendations by August.

New Business

- **None**

Announcement of the next regular meeting: The next meeting will take place Tuesday, June 15, 2021 following the regular monthly meeting of the River Forest Township Board of Trustees which will follow the Annual Town Meeting at 6:00PM.

Adjournment

A motion was made at 8:11PM by Manager Connolly and seconded by Manager Taubman to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary