

Regular Meeting

RFCCA Board of Managers

Tuesday, September 21, 2021

The meeting of the River Forest Civic Center Authority was called to order on September 21, 2021 by Manager Herrman at 6:53pm 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, Karen Taubman, Helene Connolly and RFCCA Facilities Administrator, Dick Chappell.

Public Participation: Joanna Strom.

Approval of Minutes

A motion was made by Manager Sloan and seconded by Manager Strom to approve the minutes of the August 17, 2021 meeting.

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

Approval of Bills:

- A motion was made by Manager Herrman and seconded by Manager Connolly to approve Operating Fund bills as of September 30, 2021 in the amount of \$1,656.14. Roll was called. Ayes: Managers Sloan, Connolly, Strom, Taubman, Connolly and Herrman. Nays: None. The motion passed unanimously.

- A motion was made by Manager Sloan and seconded by Manager Taubman to approve Capital Account bills as of September 30, 2021 in the amount of \$18,400. Roll was called. Ayes: Managers Sloan, Connolly, Strom, Taubman, Connolly and Herrman. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick explained that the \$18,400 capital account bill was to pay for the HVAC repair performed by West Town Mechanical this summer.

- Dick said that the alarm panel continues to have issues and that Access One needs to resolve the issue.

- Dick stated that we have had some issues with water fixtures such as water fountains due to not being in use during COVID. Stutz Plumbing resolved the issues.

- Dick reminded the board that Merrick Roofing will need to do a little additional work over the stairwell and over room 206.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that the River Forest Community Center is very short staffed across all of its programs. Staffing gaps are being covered with overtime from existing employees.
- Dick announced that program enrollment has increased compared to prior year.
- Dick reported that the building schedule is getting more booked with gym and weekend rentals by community groups such as the boy scouts. He is building a schedule for winter rentals and giving priority to community groups.
- Dick stated that the Half-Day Program and Tot Program have begun.
- Dick announced that the River Forest Park District sent out a survey asking for the interest of River Forest residents to use the new Oak Park Community Recreation Center (CRC).
- The River Forest Community Center brochure was mailed out after Labor Day. It is down to 12 pages from 16.
- Dick said that Illinois Child Care Restoration Grants to offset revenue loss from decreased capacity will cover January - June 2021.

Unfinished Business

- **RFCCA Feasibility Study** - No update.

New Business

- None.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, October 19, 2021, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 7:26pm by Manager Taubman and seconded by Manager Herrman to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary