

Regular Meeting
RFCCA Board of Managers
Tuesday, October 19, 2021

The meeting of the River Forest Civic Center Authority was called to order on October 19, 2021 by Manager Taubman at 7:25pm 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, Attorney Pat Deady and RFCCA Facilities Administrator, Dick Chappell.

Public Participation: none.

Approval of Minutes

A motion was made by Manager Connolly and seconded by Manager Strom to approve the minutes of the September 21, 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 Connolly and seconded by Manager Hermann to approve Operating Fund bills as of October 31, 2021 in the amount of \$2,484.23. 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 Merrick from Bill Roofing walked the roof last week. Paid special attention to area over the staircase and flashing and gave an estimate of \$2,200 to remedy those areas.
- Dick said West Town has begun to assist with changing over the building's HVAC system from cooling to heating. Dick will be meeting with Tom Fiedler soon to prioritize work. More info will be shared in November and December.
- Dick stated that Stutz Plumbing came out to do minor repairs on fixtures.
- Dick said that the paint in the gym is peeling. He has hired painter Mike White to scrape and paint the gym during off hours.
- The River Forest Police Department will be placing a security camera on top of the River Forest Civic Center Authority Building as part of the Village-wide security camera installation.

- Dick met with the 1 Gale Condo association last week to discuss parking usage and parking noise.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that Ann Harmon, Recreation Director for the last 2 years, has resigned because she is going to become a permanent substitute teacher. Dick is working with his staff to prioritize and shift responsibilities. He will need to hire more staff. All new hires are being brought in at a higher rate which is having a trickle effect to tenured staff.
- Dick announced that the River Forest Park District called to find additional gym space but the gym is fully booked. Dick has also gotten calls from boy and girl scout troops, as well as individual coaches. Ann Bath has added a 4th day of volleyball programming. Dick is trying to accommodate as many groups as possible.
- Dick reported the RFCC have qualified for a Childcare Restoration Grant but the state of Illinois has not yet released the grant funds.
- Dick told the Oak Park River Forest Community Foundation that the River Forest Community Center will participate in their community equity assessment project.

Unfinished Business

- Manager Sloan recommended that the RFCCA retain a consultant to develop a capital plan for the RFCCA Building for the next decade, using the recent RFCCA Building Feasibility Study's "state of the building" analysis as the starting point. A formal capital plan would enable the RFCCA and RFCC to write grants and do fundraising to support implementation of the plan. Since the RFCCA has no revenue raising capability, the funds for this consultant would need to come from the RFCCA capital fund and would cost an estimated \$5,000 to \$10,000. Manager Hermann suggested reviewing the existing feasibility study to consider facility condition assessment as it may contain all the information we need. Further discussion on this topic will take place in November.

New Business

- None.

At 8:04PM, Manager Taubman made a motion to go into executive session. Manager Connolly seconded it.

Executive Session

At 8:20PM, Manager Taubman made a motion to resume the public RFCCA meeting. Manager Strom seconded the motion.

Manager Hermann made a motion to authorize Manager Sloan and Manager Strom to present proposed lease renewal terms to the River Forest Community Center Board. Manager Connolly

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

Manager Sloan explained that Dick Chappell, in the capacity of part-time RFCCA Building Facilities Administrator, has had the same salary for the last 7 years and proposes raising it from \$20,000 to \$23,000. The monthly increase of \$250 will be funded by raising River Forest Township's monthly rent by \$150 (first rent increase in 7 years) and taking \$100/month out of the capital improvement fund.

Manager Connolly made a motion to increase the salary of Dick Chappell from \$20,000 to \$23,000 as of 1/1/2022. Manager Sloan seconded the motion. Roll was called. Ayes: Managers Sloan, Strom, Taubman, Connolly and Herrman. Nays: None. The motion passed unanimously.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, November 16, 2021, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 8:24pm by Manager Hermann and seconded by Manager Sloan to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary