

Regular Meeting
RFCCA Board of Managers
Tuesday, December 14, 2021

The meeting of the River Forest Civic Center Authority was called to order on December 14, 2021 by Manager Herrman at 6:56pm 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. Also present: RFCC Executive Director Dick Chappell.

Public Participation: none.

Approval of Minutes

A motion was made by Manager Strom and seconded by Manager Sloan to approve the minutes of the November 16, 2021 meeting.

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

Approval of Bills:

- A motion was made by Manager Taubman and seconded by Manager Herrman to approve Capital Fund bills as of December 31, 2021 in the amount of \$460.06. Roll was called. Ayes: Managers Sloan, Strom, Connolly, Taubman and Herrman. Nays: None. The motion passed unanimously.

- A motion was made by Manager Taubman and seconded by Manager Strom to approve Operating Fund bills as of December 31, 2021 in the amount of \$1,676.14. Roll was called. Ayes: Managers Sloan, Strom, Connolly, Taubman and Herrman. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick reported that the roofing repairs performed by Bill Roofing have been effective so far. The area over the new kitchen previously patched by our former roofer is now leaking again. Dick plans to have Bill Roofing give us an estimate for that repair.

- Dick stated that the Eagle Scout project of lighting the River Forest Community Center flagpole has made significant progress. A light fixture was added to the canopy roof.

- Dick said that a drain issue in the bathroom is causing some issues with the floor tile. He has hired Stutz Plumbing to address it.
- Dick reported that West Town Heating and AC has put together a list of items that need to be addressed. This list will be presented and discussed at our January meeting.
- Dick said that the elevator has had issues in the last two weeks, due to a floor sensor malfunction. Anderson Elevator has ordered a new floor sensor and will be installing it shortly.
- Dick reported that the ongoing issue between the phone line and Illinois Alarm continues to be a problem.
- Dick said that the paint refresh project around the building continues. The managers complimented Dick on how good the paint looks.

RFCC Executive Director's Report

Dick Chappell

- Dick reported that staffing remains the biggest challenge for both early childhood and general staffing. Entry level positions are starting at \$15/hr. Anne Harmon has resigned and Jane Brennan is becoming part-time. Early childhood programs at OPRF and at the Community Center have wait lists. Prior to COVID, there were 45 to 48 staff members. Now the Community Center is up to 30.
- Dick replaced the American flag in front of the building.
- Dick reported that gym refurbishment is now complete, the floor was redone and the walls were repainted.
- Dick reported that the River Forest Community Center will be participating in the Oak Park River Forest Community Foundation Equity Initiative. He has requested that they also invite our partner organizations: Legacy Sports and Impact.

Unfinished Business

- Manager Sloan asked all managers to review the former Capital Plan report over the next month to discuss at our January meeting and ascertain the need for a new building capital plan.
- Manager Strom expressed doubt that the River Forest Civic Center Authority will qualify for ARPA funds as they have already been allotted. He suggested a good next step is to investigate getting funds allotted to Illinois.
- Dick reported that the proposed RFCCA Building lease points will be discussed at the next River Forest Community Center Board meeting on 12/15.

New Business

- None.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, January 18, 2021, following the regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made at 7:43pm by Manager Sloan and seconded by Manager Strom to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary