

## **Regular Meeting**

### **RFCCA Board of Managers**

**Tuesday, February 15, 2022**

The meeting of the River Forest Civic Center Authority was called to order on February 15, 2022 by Manager Connolly at 7:22pm following the Township Board of Trustees meeting. This meeting was conducted electronically by Zoom.

#### **Roll called**

Present: Managers Carla Sloan, Deana Herrman, Keith Strom, Helene Connolly. Absent: Karen Taubman. Also present: RFCC Executive Director Dick Chappell.

**Public Participation:** Joanna Strom.

#### **Approval of Minutes**

A motion was made by Manager Sloan and seconded by Manager Herrman to approve the minutes of the January 18, 2022 meeting.

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

#### **Approval of Bills:**

- A motion was made by Manager Sloan and seconded by Manager Herrman to approve Capital Fund bills as of February 28, 2022 in the amount of 1,904.58. Roll was called. Ayes: Managers Sloan, Strom, Connolly, and Herrman. Nays: None. The motion passed unanimously.

#### **RFCCA Facilities Administrator's Report**

**Dick Chappell**

- Dick announced that Jack Silvestri's Eagle Scout project held its closing meeting. Manager Sloan said the final lighting looks wonderful.
- Dick reported that the former elevator alarm issue is now resolved. The wrong number had been programmed in the system.
- Dick stated that the River Forest Community Center continues to have burglar alarm issues. The system works but the smoke detectors in the gym need to be replaced.
- Dick reported that West Town Heating and Cooling have ordered some parts to address issues with the heating, but they have not been received yet. Luckily the temperature has been mild. If

the parts arrive closer to spring, the RFCCA may wait until Fall 2022 to install them. The annual boiler inspection will take place on 3/3.

### **RFCC Executive Director's Report**

**Dick Chappell**

- Dick reported that he has hired 2 new staff members in the last month but has also had 2 resignations. He continues to look for new hires. Financial Administrator Jane Brennan is having family health issues and has gone from full time to very limited part-time.
- Dick already has some families on the waitlist for 2022-2023 preschool year.
- Dick announced that the River Forest Community Center has retained Mike Carioscio as an IT consultant. He will be managing an IT assessment project to evaluate what we have vs. what we need for wireless accessibility. The firm to perform this IT assessment will be selected by 4/1.
- Dick reported he participated in focus groups for the Oak Park River Forest Community Foundation Equity Initiative. Study will be complete in May.
- Dick met with Access One and Comcast to continue to troubleshoot internet issues.
- Dick reported that there has been some discussion on social media about the River Forest Community Center snow closing policy. He explained that the River Forest Community Center strives to stay open to help the working families who rely on their childcare.

### **Unfinished Business**

- None.

### **New Business**

- A discussion of the revised lease will be held during the March 2022 meeting.

### **Announcement of the next regular meeting:**

The next meeting will take place Tuesday, March 15, 2022, following the regular monthly meeting of the River Forest Township Board of Trustees.

### **Adjournment**

A motion was made at 7:45 PM by Manager Sloan and seconded by Manager Herrman to adjourn the meeting.

Respectfully submitted,

Vanessa Druckman, Secretary