

# **RIVER FOREST CIVIC CENTER AUTHORITY BOARD OF MANAGERS**

## **Regular Meeting**

**Tuesday, June 21, 2016**

The regular monthly meeting of the RIVER FOREST CIVIC CENTER AUTHORITY Board of Managers took place Tuesday, June 21, 2016 at the River Forest Civic Center. The meeting was called to order at 8:06p.m. by Manager O'Brien.

### **Roll called:**

Present: Managers Helene Connolly, Mark Kelty, Mary O'Brien, Anna Romeo, and Carla Sloan

Absent: none

Also present: RFCCA Facilities Administrator Dick Chappell, Attorney Pat Deady, and Secretary Karen Taubman

Manager Romeo made a motion to approve the minutes of the regular May 2016 meeting. Manager Sloan seconded. The motion passed unanimously.

### **Public Participation**

- None

### **Approval of Bills**

- Manager Romeo made a motion to approve bills for June 2016 from the capital fund totaling \$1185.70 See enclosure. Manager Kelty seconded. Roll called. Ayes: Managers Connolly, Kelty, O'Brien, Romeo, and Sloan Nays: None. The motion passed unanimously.
- Manager Romeo made a motion to approve bills for June 2016 from the operating fund totaling \$3291.78 See enclosure. Manager Kelty seconded. Roll called. Ayes: Managers Connolly, Kelty, O'Brien, Romeo, and Sloan Nays: None. The motion passed unanimously.

### **RFCCA Facilities Administrator Report**

**Dick Chappell**

- Exterior safety signage has been placed near the building entrance.
- Chappell solicited quotes to update the replacement value of the building for insurance purposes. He received a quote of \$1100 from the appraiser who completed the 2004 building appraisal. A second quote was secured, but Chappell suggested managers use the same company, given their experience and lower cost.
- The RFCC is in the 3<sup>rd</sup> week of summer camp, minor issues have been resolved.
- Chappell is working on a list of capital improvement projects for the board to consider, to include: replacing the 3<sup>rd</sup> boiler, upgrading the security system (to include the exterior building entrance), replacement of about 2 dozen bathroom faucets, ongoing maintenance of the HVAC system, and replacement of the floor in 202. The RFCC is also

independently doing some improvements to include new window treatments on the 1<sup>st</sup> floor, and replacing bathroom stall dividers. Chappell told managers he would put together a comprehensive list, and would like to set a date for the Capital Improvement Committee to meet.

### **New Business**

- Manager Romeo asked about the possibility of making the parking lot one way to improve traffic flow. Chappell said it has been considered in the past, but it's difficult to enforce.
- Opportunity Knocks renewed its lease with the RFCC for 5 years at a cost of \$2800/month, with a one year opt out clause. Chappell will forward this lease to Pat Deady for review.

### **Unfinished Business**

- None

Managers did not go into executive session. Approval of minutes will be held for a future meeting.

At 8:30 p.m., Manager O'Brien made a motion to adjourn. Manager Sloan seconded, the motion was unanimous, and the meeting adjourned immediately.

The next regular meeting of the RFCCA will take place on Tuesday, July 19<sup>th</sup>, immediately following the River Forest Township meeting, scheduled for 7:00 p.m.

Respectfully submitted,

Karen Taubman, Secretary