

RIVER FOREST CIVIC CENTER AUTHORITY
Board of Managers
Regular Meeting
Tuesday, August 22, 2017

The regular monthly meeting of the River Forest Civic Center Authority Board of Managers took place on Tuesday, August 22 at the River Forest Civic Center following the meeting of the River Forest Township Board of Trustees meeting. The meeting was called to order by Manager Karen Taubman at 6:17pm.

Roll called:

Present: Managers Helene Connolly, Mark Kelty, Karen Taubman, Holly Economos and Carla Sloan.

Approval of Minutes:

Manager Sloan made a motion to approve the minutes of the July 18th meeting. Manager Kelty seconded the motion. The motion was approved unanimously by roll call.

Public Participation

No public was in attendance.

Bills

- A motion was made by Manager Sloan and seconded by Manager Kelty to approve bills as of August 31, 2017 in the Operating Account in the amount of \$1,326.88. Ayes: Managers Connolly, Kelty, Taubman, Economos and Sloan. Nays: None. The motion passed unanimously.
- A motion was made by Manager Sloan and seconded by Manager Kelty to approve bills as of August 31, 2017 in the Capital Fund in the amount of \$1,050.00. Ayes: Managers Connolly, Kelty, Taubman, Economos and Sloan. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick gave a brief report on the roof and its maintenance. Discussion followed on what items, like the roof, are covered by the Capital Improvement Fund and approved by the Capital Improvement Committee.
- West Town finished the HVAC repairs in the past week. Dick will work with ComEd to seek reimbursement related to the electrical surge that occurred in May when there was a partial outage. The frequency drive unit had to be replaced at a cost of \$8,000. There were also some other service call costs incurred. All claims will be submitted to ComEd.
- Flooring for Room 202 was discussed as something to be addressed now. The costs will be shared between the Community Center and the Capital Improvement Fund.
- A Capital Improvement Committee meeting will be held between the September and October meetings.
- Dick updated the Board on the parking lot incident from two weeks earlier.

RFCC Executive Director's Report

Dick Chappell

- Dick is looking into comprehensive phone, security and IT systems, since the current vendor contract is ending soon and he would like to see what options there are. The current analog phone system is maxed out, for example, even though it works well.
- The latest brochure has gone out to residents.
- RFCC is in the last week of summer camp.
- Dick mentioned the YES Scholarships from the OP RF Community Foundation which went to eight children this year and suggested that there are some changes for next year. The program was very well received.
- District #90's blended preschool program is finalized and will start at the beginning of September at the Center for children with special needs. Staff from District #90 and the Center have been meeting to go forward with the program.
- The building calendar came out at the end of July.
- Front entrance changes are being looked at as well as the second floor. Discussion followed.
- There have been some staff changes with the departure of Melissa to District #97 and the addition of Danielle who has an IT background. Also, some of the evening and weekend staff have returned to school.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Announcement of the next regular meeting:

The next meeting will take place Tuesday, September 19, 2017, immediately following the 7:00 pm monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made by Manager Taubman and seconded by Manager Economos to adjourn the meeting. The motion was unanimous and the meeting was adjourned.

Respectfully submitted,

Abby Schmelling, Secretary