

RIVER FOREST CIVIC CENTER AUTHORITY
Board of Managers
Regular Meeting
Tuesday, September 19, 2017

The regular monthly meeting of the River Forest Civic Center Authority Board of Managers took place on Tuesday, September 19, 2017 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 7:44 pm.

Roll called:

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

Approval of Minutes:

Manager Economos made a motion to approve the minutes of the August 22 meeting. Manager Taubman seconded the motion. The motion was approved unanimously.

Public Participation

No public was in attendance.

Bills

- A motion was made by Manager Taubman and seconded by Manager Sloan to approve bills as of September 30, 2017 in the MB Financial Capital Fund Account in the amount of \$7,327.00. Ayes: Managers Taubman, Economos and Sloan. Nays: None. The motion passed unanimously.
- A motion was made by Manager Taubman and seconded by Manager Sloan to approve bills as of September 30, 2017 in the MB Financial Operating Account in the amount of \$2,298.22. Ayes: Managers Taubman, Economos and Sloan. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report/River Forest Community Center Report Dick Chappell

Civic Center Report

- West Town finished up the work on the frequency drive unit replacement. All claims will be submitted to ComEd.
- Illinois Alarm has made the security system operational now, but it is a stopgap measure for the time being.
- The HVAC unit in the ceiling in the dance room, the oldest unit in the building, has never been replaced but is being monitored.
- The preventive maintenance work done on the roof is holding.

River Forest Community Center Report

- Melissa Maldonado is back at the Community Center front desk. Ann Harmon has resigned but will be a Community Center resource for recreational programming.

- Dick explained how and why the Center is in the process of changing IT vendors. The new vendor is Blue Star Technology. Three different entities are working off the same system. Discussion with the managers followed.
- Another module was added to the Center's phone system to add more extensions.
- Dick discussed some of the personnel revisions around staff job descriptions and the staff and parent handbooks.
- Dick talked about a productive visit from River Forest Park District staff. Discussion followed.
- The District #90 blended preschool program which started at the beginning of September is going well. The room is being changed from 102 to 103.
- Dick reported that the CITE 3 program has not made a formal request for its accommodated space at the Center under their space-sharing agreement with OPRF.
- Discussions continue with Opportunity Knocks since their enrollment has gone up and their needs have increased.

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, October 17, 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