

RIVER FOREST CIVIC CENTER AUTHORITY
Board of Managers
Regular Meeting
Monday July 17, 2018

The July 17, 2018 meeting of the River Forest Civic Center Authority was called to order by Manager Helene Connolly at 6:42 pm following the Township Board of Trustees meeting.

Roll called:

Present: Managers Helene Connolly, Mark Kelty and Carla Sloan; RFCCA Facilities Manager and RFCC Executive Director Dick Chappell; and Secretary Abby Schmelling.

Approval of Minutes:

A motion to approve the minutes of the June 18 minutes meeting was made by Manager Sloan and seconded by Manager Kelty. The motion passed.

Public Participation – None

Bills

Manager Sloan made a motion to approve MB Financial Operating Fund bills as of June 30, 2018 in the amount of \$3,263.53. It was seconded by Manager Kelty. Roll was called. Ayes: Managers Sloan, Connolly and Kelty. Nays: None. The motion passed unanimously.

Manager Sloan made a motion to approve MB Financial Operating Fund bills as of July 31, 2018 in the amount of \$1,656.15, and to approve MB Financial Capital Fund bills as of July 31, 2018 in the amount of \$1,784.63. It was seconded by Manager Kelty. Roll was called. Ayes: Managers Sloan, Connolly and Kelty. Nays: None. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick discussed the RFCCA's planned purchase of two replacement AEDs (Automated External Defibrillator) for the building. These will be updated versions of the current G3 model, likely the G5 model which came out in 2015. He proposed that the Capital Improvement Fund purchase one on behalf of the Building and the RFCC purchase the other. The cost is roughly \$1,800 each.
- Dick mentioned the HVAC replacement units and the billing from West Town.

RFCC Executive Director's Report

Dick Chappell

- Dick talked about Opportunity Knocks' grant application for renovations to the second floor kitchen. Any costs incurred beyond receipt of the grant will be presented to the Civic Center Board. Dick gave a status report on space usage for the upcoming school year by the CITE (Community-Integrated Transition Education) special education program, managed through the space-sharing agreement with Oak Park River Forest High School.
- Summer camps are ongoing and the numbers consistent with last year.

- Room 206 has been repainted. There are some additional painting projects for the first floor.
- Dick spoke about job availability for the early childhood program and evening and weekend staffing at the Center.
- Dick related summer space sharing communications between the RFCC and RF Park District, due to RFPD's depot construction.

Unfinished Business – None

New Business--None

Announcement of the next regular meeting:

The next meeting will take place Tuesday August 21, immediately following the 6:00 pm Annual Town Meeting and regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made by Manager Sloan and seconded by Manager Kelty to adjourn the meeting at 7:03 pm. The motion was unanimous.

Respectfully submitted,

Abby Schmelling, Secretary