

RIVER FOREST CIVIC CENTER AUTHORITY
Board of Managers
Regular Meeting
Tuesday September 11, 2018

The meeting of the River Forest Civic Center Authority was called to order by Manager Karen Taubman at 6:45 pm. following the Township Board of Trustees meeting.

Roll called:

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

Public Participation – None

Approval of Minutes:

A motion to approve the minutes of the July 17, 2018 RFCCA meeting was made by Manager Connolly and seconded by Manager Kelty. The motion passed.

A motion to approve the minutes of the August 21, 2018 RFCCA meeting was made by Manager Economos and seconded by Manager Taubman. The motion passed.

Approval of Bills

- A motion was made by Manager Connolly and seconded by Manager Kelty to approve MB Financial Operating Fund bills as of September 30, 2018 in the amount of \$1,758.26. Roll was called. Ayes: Managers Sloan, Connolly, Taubman, Economos and Kelty. The motion passed unanimously.
- A motion was made by Manager Connolly and seconded by Manager Economos to approve MB Financial Capital Fund bills as of September 30, 2018 in the amount of \$626.90. Roll was called. Ayes: Managers Sloan, Connolly, Taubman, Economos and Kelty. The motion passed unanimously.

RFCCA Facilities Administrator's Report

Dick Chappell

- Dick ordered the AEDs (Automated External Defibrillator) from Cardiac Science for the building. Dick will install them in the existing cabinets. They need to be placed in a visible area and where they are at low risk for any possible theft.
- Dick talked about getting a floor drain for the women's washroom after a toilet diaphragm and flushometer in the second floor women's bathroom wore out and flooded the bathroom and Room 100. There is a drain in the men's washroom, but both washrooms are 18 years old. The cleanup cost was \$1,200. Questions and discussion followed.
- Dick has reached out to AT&T about the analog phone system to see what other options are available. Discussion followed about the Township's phone needs.

RFCC Executive Director's Report

Dick Chappell

- Dick spoke again with Tom Flanagan about the build-out for the art room to be completed this fall.
- Wednesday, there was an open house for the high school's CITE program along with other community resources as well as some parent-teacher meetings. The gathering went very well.
- Opportunity Knocks has still not heard about its grant application for the kitchen.
- Dick talked about the early childhood education seminars and events held weekly in the building through Illinois Action for Children, The Oak Park Collaboration for Early Childhood and others. RFCC staff attend at no cost.
- Tom Ames is a new fulltime staff person who worked in building maintenance for Park District of Oak Park prior to coming here.
- Available building space for next year is being filled by outside parties; request was sent first to River Forest Park District, as is done each year.
- Dick talked about recent computer issues that appear to be malware or ransomware related; IT company is making changes being made to stave off any new issues. Dick will have another conference call this week with the IT company to work through their recommendations.
- The half-day program started last week. One more section will probably be added. The blended program with District #90 is also beginning again.

Unfinished Business – None

New Business--None

Announcement of the next regular meeting:

The next meeting will take place Tuesday October 16, 2018 immediately following the 6:00 pm regular monthly meeting of the River Forest Township Board of Trustees.

Adjournment

A motion was made by Manager Economos and seconded by Manager Kelty to adjourn the meeting at 7:10 pm. The motion was unanimous.

Respectfully submitted,

Abby Schmelling, Secretary