

**Crystal Lake Chamber of Commerce
Board of Directors Minutes
December 20, 2024
7:30 am
Chamber Boardroom**

Present: Eric Beier, Michael Buchanan, Cameron Hubbard (zoom), Leah Jackson, Lisa Karlov, Dawn Kincaid (zoom), Andrea Marquez, Kathryn I. Martens (Secretary/Treasurer), Stacy Mason, Katie O'Neill, Ken Pringle (zoom), Chris Slack, Randy Smith, Karen Tobin (zoom), Grace Todd (zoom), Tim Urban, Mike Wheeland; Heather Maieritsch, Economic Development Manager, Mayor Haleblian, City of Crystal Lake; Catherine Peterson, President/CEO.

Absent: Gary Bonick, Pierre Garcia

1. Call to Order

1.1. **Welcome.** The meeting was called to order at 7:30 am by Chair Eric Beier.

1.2. **City of Crystal Lake.** Mayor Haleblian and Heather Maieritsch provided an update:

- Mayor Haleblian is in competition with other mayors to raise money as part of the Salvation Army's Red Kettle campaign.
- Mayor Haleblian expressed frustration and disappointment with the McHenry County Board's decision to approve self-storage units at the intersection of Rt 14 and Rt 176, an entryway into the City.
- A residential development known as Pathway Courts (220+/- units) was approved; it will include a 4 ½ acre park deeded to the Crystal Lake Park District and there will be no extension of Teckler through Walkup. This is the property currently owned by Immanuel Lutheran Church.
- Approved apartments at Exchange & Congress Parkway. Rent below market.
- The City did a study on apartment buildings. Very few vacancies.
- The Commons has the most vacancies.
- Virginia St corridor – looking at façade improvements.
- Council working on Depot Park; the design elements have been chosen.
- Lake Roots broke ground 12/12; all locally owned.

2. Consent Agenda

2.1. **Minutes.** It was moved by Stacy Mason, seconded by Mike Wheeland, to approve the minutes of the November 22, 2024, Board meeting. All voted Aye. Motion carried.

3. Divisions

3.1. **Finance (Kathryn I. Martens, Treasurer).** A written report was in the packet.

3.1.1. **Financial Reports.** The Board reviewed the Balance Sheet as of 11/30/24; P&L for November 2024 and YTD; Open Invoices as of 11/30/24; and the Financial Report as of 11/30/24. The Network Groups Balance Sheet as of 11/30/24, P&L as of 11/30/24 and YTD were also reviewed. For the Chamber, overall revenue and expenses should be approximately 42%. Revenue is 41% and expenses are 41%.

It was moved by Tim Urban, seconded by Chris Slack, to accept the Financial Reports for the Chamber and Network Groups as of 11/30/24 as presented. All voted Aye. Motion carried.

3.1.2 **Update on Status of FY 23/24 Review.** Treasurer Martens and President Peterson reported that the work is ongoing with Miller Verchota, with the goal of having a final report for review and approval at the January 2025 Board meeting.

3.2. Division Reports

3.2.1 **Ambassadors (Gary Bonick)** – A written report was in the packet. The 2024 Chamber Leadership Holiday Gathering was a success with 29 attendees and \$200 raised for Girls on the Run. The annual Board/Ambassadors Salvation Army bell ringing was another success with \$465.78 raised. Work on the Annual Dinner is ongoing.

3.2.2 **Young Professionals (Leah Jackson).** The multi-Chamber mixer for Young Professionals on 12/12 was a tremendous success and they hope to hold similar events in the future.

3.2.3 **Community Services (Grace Todd).** The Expo was very successful and the debrief meeting will be held soon.

3.2.4 **Member Benefits (Chris Slack)**– A written report was in the packet. Crystal Lake Country Club was chosen for the 2025 Golf Outing. The Networking Scramble, for spring 2025, is still in the planning stages.

3.2.5 **Business Development (Cameron Hubbard)** – There were questions about the Membership Report, and Catherine said all questions should be discussed with the Membership Director Eleya Schofield.

4. **President’s Report (Catherine Peterson).** Written report included in the packet. Catherine noted that she had recently celebrated her one-year anniversary with the Chamber; she thanked the Board of Directors for the opportunity and their support. Catherine said a part-time Executive Assistant has been hired and would begin her duties on December 30. Her name is Krista Coltrin, and she will work 20 hours per week. Catherine provided an overview of Krista’s background.

5. **Membership.** President Peterson presented the Membership Report for the month of November; there were seven adds and six drops, for a net of one additional member.

It was moved by Randy Smith and seconded by Tim Urban to approve the November 2024 new members and accept the dropped members. All voted Aye. Motion carried.

6. **Chairperson’s Report** – Advocate membership saved thru President Peterson’s efforts. Talking about cohort of medical people similar to the one developed for manufacturing. Chair Beier wished everyone a safe and happy holiday season.

7. **Other Items for Board Consideration** – None.

8. **Upcoming Events** – The list of upcoming events through January 22, 2025, was included in the packet.

9. **Heard Around Town** – None

It was moved by Kathryn I Martens and seconded by Katie O’Neill to adjourn the meeting at 8:40 am. All Ayes. Motion carried.